

Timberland Regional Library
Serving Grays Harbor, Lewis, Mason, Pacific, and Thurston Counties

Board of Trustees
Regular Business Meeting Agenda
Wednesday September 23, 2026
5:30 PM Via Zoom & In-person
Hoodsport Timberland Library
40 N Schoolhouse Hill Rd
Hoodsport, WA 98548

Brian Mittge, *President, Lewis County*
Dustin Loup, *President Elect, Grays Harbor County*
Toni Gwin, Pacific County
Mary Beth Harrington, Thurston County
Hal Blanton, *At-Large*, Lewis County
Vacant Position, Mason County
Vacant Position, *At-Large*, Thurston County

[**Join Zoom Meeting**](#)

Meeting ID: 865 5857 6386
Call in: 253-205-0468

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on TRL's YouTube Channel

1. CALL TO ORDER & ROLL CALL - BOARD PRESIDENT – Brian Mittge

2. PLEDGE OF ALLEGIANCE – Hal Blanton

3. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS* - MOTION

**All items listed are considered to be routine by the Board and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approval of Meeting Minutes – July 22, 2026, Regular Board Meeting Minutes; August 26, 2026 Special Board Meeting Minutes; August 26, 2026 Regular Board Meeting Minutes; September 9, 2026 Special Board Meeting Minutes
- B. Payroll Voucher Approval
- C. Check Report Approval

4. OPENING BOARD COMMENTS

5. CORRESPONDENCE – Chris Chrzan, Public Information Officer

6. PUBLIC COMMENTS – Limited to three (3) minutes per person per RCW 42.30.240, whereas the TRL governing body shall provide an opportunity at or before every regular meeting at which final action is taken for public comment. The public comment required under this section may be taken orally or by providing written testimony. This is an opportunity to provide a statement to the Board of Trustees, and they will not engage in back-and-forth dialog. Courteous behavior, respect, and professional language is expected of all participants. The Disruptive Patron Policy applies to participant behavior in Board of Trustee meetings, in both virtual and physical spaces, and;

Pursuant to RCW 29B.45.010 no person appointed to or employed by any public office or agency may use or authorize the use of any of the facilities of a public office or agency, directly or indirectly, for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition. Therefore, individuals providing public comment are asked to abstain from making any statement advocating for or against any candidate or ballot measure.

7. TRL UPDATES – Andrea Heisel, Interim Executive Director

8. FINANCIAL STATEMENTS & HIGHLIGHTS – Mariah Holmes, Finance Administrator

9. COMMITTEE REPORTS

- A. Policy Committee – Mittge/Loup
 - i. Friends of the Library Policy - **MOTION**
- B. Ad Hoc Levy Lid Lift Committee – Loup/Blanton
 - i. Levy Info Mailer Update
 - ii. Report on meeting with EveryLibrary

10. NEW BUSINESS

- A. National Friends of the Library Week Proclamation - **MOTION**
- B. South Bend Library – Letter of Commitment

11. BOARD HOUSEKEEPING

- A. GMP Kickoff Meeting – date/time selection

12. FUTURE AGENDA ITEMS

13. FINAL BOARD COMMENTS

14. EXECUTIVE SESSION – *Pursuant to RCW 42.30.110 (g)*

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

15. ADJOURNMENT

Board of Trustees Meeting Minutes

Wednesday August 26, 2026

5:30 P.M. Via Zoom

Timberland Regional Library
Administrative Service Center
415 Tumwater Blvd SW
Tumwater WA 98501

Brian Mittge, *President*, Lewis County

Dustin Loup, *President Elect*, Grays Harbor County

Toni Gwin, Pacific County

Mary Beth Harrington, Thurston County

Hal Blanton, *At-Large*, Lewis County

Vacant Position, Mason County

Vacant Position, *At-Large*, Thurston County

Present Board: Brian Mittge, Dustin Loup, Mary Beth Harrington, Toni Gwin, Hal Blanton

Present Staff: Andrea Heisel, Helena Farrell, Kandy Seldin, Stephenie Reece, Chris Chrzan;
recorder

Remote Access via Zoom: <https://trl-org.zoom.us/j/86558576386> - Meeting ID: 865 5857 6386 -
Phone Access – Approximate attendance: 72

Timberland Regional Library (TRL) Business Meeting Minutes

1. CALL TO ORDER & ROLL CALL - BOARD PRESIDENT

Brian Mittge called the meeting to order at 5:36 PM.

2. PLEDGE OF ALLEGIANCE

Mary Beth Harrington lead the pledge.

3. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS*

DUSTIN LOUP MADE A MOTION TO MODIFY THE CONSENT AGENDA TO REMOVE THE JULY 22ND BOARD MEETING MINTUES FOR REVISION AND ADD AGENDA ITEM 9C FOR LEVY COMMITTEE READOUT AND DISCUSSION. HAL BLANTON SECONDED. MOTION APPROVED. (Unanimous 5)

4. OPENING BOARD COMMENTS – at 05:48 of the recording

Trustee Blanton reports on the presentation he and Trustee Mittge provided to the Lewis County Board of County Commissioners and thanks staff for putting together the presentation materials. Trustee Harrington talks about conversations she has been having with community members regarding the levy lid lift. Trustee Gwin states that she had an enjoyable time serving on the Finance Administrator hiring committee and is excited for the selected candidate to start. Trustee Loup talks about recent community events he has attended, conversations with community members around the levy lid lift, and the recent loss of Dolly Parton and her impact on the library world through the Imagination Library

and other work to champion childhood literacy. Trustee Mittge talks about recent community listening sessions he has attended and found to be valuable as well as upcoming sessions he plans to attend.

5. CORRESPONDENCE – at 21:19 of the recording

Chris Chrzan, Public Information Officer, reports that there were 22 written public comments received prior to the meeting mostly pertaining to the levy lid lift.

6. PUBLIC COMMENTS – at 21:36 of the recording

The following individuals made verbal public comment: Natalie Howard, Brent Caron, Kylie McQuarrie, Jim Lazar, Meghan Hall, John Kistner

7. TRL UPDATES – at 37:46 of the recording

Interim Executive Director Andrea Heisel provides a summary of the June Informational Report submitted to the board including work on 2027 budgeting in anticipation of either levy vote outcome, progress on the Aberdeen library remodel, the hiring of a new Finance Administrator, All-Staff Training Day, and updates on Summer Library Program sign-ups.

8. FINANCIAL STATEMENTS & HIGHLIGHTS – at 44:40 of the recording

Finance Coordinator Helena Farrell reviews the monthly financial reports and projections provided to the Board of Trustees.

- **General Fund –**

- Property taxes of \$153,606.77 were received in July
- Timber revenues of \$91,351.61 were received in July
- Books and materials in the amount of \$261,300.65 were purchased in July

- **Technology Fund –** minimal activity

- **Unemployment Fund –** minimal activity

- **Gift Fund –** minimal activity

- **Building Fund –** minimal activity

9. COMMITTEE REPORTS – at 54:53 of the recording

A. Facilities Committee

- Trustee Gwin reports on discussions with the Port of Olympia regarding the upcoming Service Center lease renewal and recent discussion with the City of South Bend regarding progress toward completing mitigation work and re-opening the library. South Bend Mayor Bethany Barnard provides additional information regarding a letter of commitment from TRL that will be necessary to release Department of Commerce grant funding.

- Trustee Loup reports on the progress of the Aberdeen library remodel and invites West Grays Harbor Regional Manager Stephenie Reece to provide additional detail about the planning, community input process, and timeline. Trustee Loup reports on a proposal TRL received to allow installation of EV charging stalls at the North Mason library.

26-068 TONI GWIN MADE A MOTION TO PROVIDE A LETTER OF INTENT FOR THE [NM EV CHARGER] PROJECT AS WE MOVE FORWARD WITH LEGAL REVIEW. BRIAN MITTGE SECONDEND. MOTION APPROVED. (Unanimous 5)

- B. Executive Committee – at 1:36:24 of the recording
Trustee Mittge reports on the progress of the Executive Committee toward hiring a consultant firm to recruit a regular Executive Director. Trustees Mittge, Loup, and Gwin summarize the Committee’s discussion after interviewing the three finalist candidates to explain the Committee’s recommendation to proceed with GMP Consultants. Trustee Harrington states that she would like to be able to review the candidate firms’ proposals to be able to make an informed decision. Trustee Mittge agrees to forward the proposals to Trustee Harrington and Trustee Blanton for their review. The Trustees discuss the timing of the recruitment process relative to the ongoing levy lid lift and related community engagement, the process for making a final decision on a recruitment firm, potential risks of further delaying a decision, and the likelihood of filling the remaining two trustee vacancies in time to provide input. Trustee Mittge states that he would like the board to discuss and hopefully vote at the September Board meeting after all five trustees have had a chance to review the proposals.
- C. Ad Hoc Levy Lid Lift Committee - at 2:04:04 of the recording
Trustee Loup reminds the Board about a couple of TRL and external event trackers created to help improve awareness of community events and assist in avoiding an accidental quorum of trustees. Trustee Loup suggests meeting with EveryLibrary to receive advice and guidance on trustee compliance with campaign rules during levy outreach and engagement and asks if the trustees would prefer to arrange a meeting with the full board or the Ad Hoc Levy Committee. Trustee Blanton states that he thinks that it would be better for the Ad Hoc Levy Committee to meet with EveryLibrary because the Board needs to move quickly to get this guidance. Trustee Mittge suggests that the meeting be recorded.

10. NEW BUSINESS

- A. Customer Service Survey Report – at 02:34:09 of the recording
West Grays Harbor Regional Manager Stephenie Reece provides a presentation to the Board on the results of the Customer Service Survey conducted earlier this year.

- B. Librarians' and Library Workers' Bill of Rights – at 03:01:02 of the recording
Trustee Harrington brings forward a discussion of the Librarians' and Library Workers' Bill of Rights for consideration that it be adopted by the Board. The trustees move the discussion to a future Policy Committee meeting.

11. BOARD HOUSEKEEPING – at 03:11:10 of the recording

A. Remaining 2026 Schedule

- September 9 Special Board Meeting (Budget Committee): Tentative pending input from incoming Finance Administrator.
- September 12 Board Retreat at the Elma Library: Canceled

12. FUTURE AGENDA ITEMS

None.

13. FINAL BOARD COMMENTS

None.

14. EXECUTIVE SESSION – Pursuant to RCW 42.30.100 (g) – at 03:25:39 of the recording
Deferred until September 23, 2026 Regular Business Meeting.

26-069 HAL BLANTON MADE A MOTION TO ADJOURN. BRIAN MITTGE SECONDED. MOTION APPROVED. (Unanimous 5)

15. ADJOURNMENT – 9:07 PM

**Board of Trustees
Special Meeting Minutes
Wednesday August 26, 2026
5:00 P.M. Via Zoom**

Timberland Regional Library
Administrative Service Center
415 Tumwater Blvd SW
Tumwater WA 98501

**Brian Mittge, *President*, Lewis County
Dustin Loup, *President Elect*, Grays Harbor
County**

Toni Gwin, Pacific County
Mary Beth Harrington, Thurston County
Hal Blanton, *At-Large*, Lewis County
Vacant Position, Mason County
Vacant Position, *At-Large*, Thurston County

Present Board: Brian Mittge, Dustin Loup, Mary Beth Harrington, Toni Gwin, Hal Blanton

Present Staff: Andrea Heisel, Kandy Seldin, Chris Chrzan; recorder

Remote Access via Zoom: <https://trl-org.zoom.us/j/86558576386> - Meeting ID: 865 5857 6386 -

Phone Access – Approximate attendance: 17

Timberland Regional Library (TRL) Special Meeting Minutes

1. CALL TO ORDER & ROLL CALL

Brian Mittge called the meeting to order at 5:00 PM

2. APPROVAL OF THE AGENDA

26-066 MARY BETH HARRINGTON MADE A MOTION TO APPROVE THE AGENDA AS SET. TONI GWIN SECONDED. MOTION APPROVED. (Unanimous 5)

3. EXECUTIVE SESSION – Pursuant to RCW 42.30.110 (i)

(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Board of Trustees, Andrea Heisel, Kandy Seldin, and Sofia Mabee (Summit Law) enter Executive Session at 5:01PM for 29 minutes. At 5:15 PM Sofia Mabee exits and Danielle Smith (NW Trial Attorneys) enters the Executive Session. At 5:30 PM Public Information Officer Chris Chrzan announces that the Board has requested an additional 5 minutes, extending the Executive Session until 5:35 PM. At 5:35 PM all participants exit the Executive Session.

4. ADJOURNMENT – 5:35 PM

Board of Trustees Meeting Minutes

Wednesday July 22, 2026

5:30 P.M.

Via Zoom and In-person

Tumwater Timberland Library

7023 New Market Street SW

Tumwater WA 98501

Brian Mittge, *President*, Lewis County

Dustin Loup, *President Elect*, Grays Harbor County

Toni Gwin, Pacific County

Mary Beth Harrington, Thurston County

Hal Blanton, *At-Large*, Lewis County

Vacant Position, Mason County

Vacant Position, *At-Large*, Thurston County

Present Board: Brian Mittge, Dustin Loup, Mary Beth Harrington, Toni Gwin, Hal Blanton

Present Staff: Andrea Heisel, Muriel Wheatley, Helena Farrell, Kandy Seldin, Chris Chrzan; recorder

Remote Access via Zoom: <https://Trl-org.zoom.us/j/88278787744> - Meeting ID: 865 5857 6386 - Phone Access

– Approximate attendance: 40 Zoom / 30 in-person

Timberland Regional Library (TRL) Business Meeting Minutes

1. **CALL TO ORDER AND ROLL CALL** – Brian Mittge called the meeting to order at 5:30 p.m.
2. **PLEDGE OF ALLEGIANCE** – Dustin Loup led the pledge.
3. **OPENING BOARD COMMENTS – at 00:02:23 of the recording**
 - A. Trustee Blanton thanks staff for working diligently to prepare information about levy options. Trustee Loup agrees and acknowledges that staff are feeling stretched thin throughout the district. Trustee Gwin thanks those in attendance for the opportunity to participate in the meeting virtually. Trustee Mittge welcomes those in attendance and expresses that he has enjoyed traveling around the district for recent meetings. Trustee Harrington encourages the public to help prevent the spread of misinformation and invites the public to watch or attend board meetings or get in touch with questions.
4. **CORRESPONDENCE – at 00:06:51 of the recording**
 - A. Chris Chrzan, Public Information Officer, reports that there were 36 written public comments received prior to the meeting with common themes related to the “desired outcomes” document, public records requests, and a potential levy lid lift.
5. **PUBLIC COMMENTS – at 00:07:20 of the recording** the following individuals made a verbal public comment:
 - A. John Kistner, Amy Viveiros, Pandora Tuart, Areya Kugler, Rachelle Martin, Natalie Howard, Meghan Hall, Kace Jenkins, Brent Caron, Suzanne Beatty, Kylie McQuarrie, Laura Cameron
6. **APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS – at 00:42:34 of the recording**

26-059 MARY BETH HARRINGTON MADE A MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA WITH THE ADDITION OF THE EXECUTIVE COMMITTEE UNDER COMMITTEE REPORTS. HAL BLANTON SECONDED. MOTION APPROVED (Unanimous 5).
7. **TRL UPDATES – at 00:44:03 of the recording**
 - A. Regional Manager Brenda Camren provides an update on the Tumwater library including Summer Library Program events and statistics so far, upcoming events, circulation statistics for the branch, and ongoing partnerships. Interim Executive Director Andrea Heisel prefaces her summary of the July Informational Report submitted to the board by calling the trustees’ attention to recent FCC review of E-Rate,

a Federal Government program that provides schools and libraries with discounted internet rates and which saves TRL approximately \$400,000 annually. She continues her report, covering progress toward hiring a Finance Administrator, reviewing play spaces at libraries throughout the district, and Finance Department preparations for the 2027 budget.

8. FINANCIAL STATEMENTS & HIGHLIGHTS – at 00:57:27 of the recording

A. Finance Coordinator Helena Farrell reviews the monthly financial reports and projections provided to the Board of Trustees.

B. Highlights the month ending June 30, 2026:

- **General Fund** – Minimal activity
 - Property taxes of \$886,139.02 were received in June
 - Timber revenues of \$421,760.02 were received in June
 - Books and materials in the amount of \$260,452.49 were purchased in June
- **Technology Fund** – Minimal activity
- **Unemployment Fund** – Received quarterly transfer of \$153,412.00 from the General Fund
- **Gift Fund** – Minimal activity
- **Building Fund** – Minimal activity

9. COMMITTEE REPORTS at 01:07:25 of the recording

A. Policy Committee

i. Friends of the Library Policy

- a. Trustee Loup states that an initial draft of the Friends of the Library Policy was reviewed and will be discussed again at the next Policy Committee meeting.

ii. Anti-Discrimination and Harassment Policy

- a. Trustees Mittge and Loup summarize minor editorial changes to the Anti-Discrimination and Harassment and Non-Retaliation Policies, and share information about a new related procedure, the Retaliation Investigation Procedure. Trustee Harrington requests that the Non-Retaliation Policy be modified to explicitly state that it functions as a “whistleblower” policy and suggests that trustees be included in the list of third parties in the first paragraph under the “Policy” heading in the Anti-Discrimination and Harassment Policy. After brief discussion, trustees decide that the policy will be renamed to the “Non-Retaliation and Whistleblower Policy” and a reference to “whistleblower protection” added to the “Purpose” heading. Trustee Loup suggests adding, “trustees” to the list of third parties in the Anti-Discrimination and Harassment Policy.

iii. Non-Retaliation Policy

26-060 MARY BETH HARRING MADE A MOTION TO APPROVE THE NON-RETALIATION AND WHISTLEBLOWER POLICY AS AMENDED. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 5)

26-061 MARY BETH HARRING MADE A MOTION TO APPROVE THE ANTI-DISCRIMINATION AND HARASSMENT POLICY AS AMENDED. HAL BLANTON SECONDED. MOTION APPROVED (Unanimous 5)

- iv. Fund Balance Management Policy
 - a. Trustees Loup and Mittge discussed deferring review of the Fund Balance Management and Public Works and Purchasing Policies until a later Policy Committee meeting due to the ongoing Finance Administrator recruitment process. Finance Coordinator Helena Farrell notes the draft changes to the Public Works and Purchasing Policy were made as a result of a Management Letter issued by the State Auditor's Office this year.
- v. Public Works and Purchasing Policy
- vi. Health, Safety, and Wellness Policy

26-062 POLICY COMMITTEE MADE A MOTION TO APPROVE THE HEALTH, SAFETY, AND WELLNESS POLICY AS PRESENTED. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 5)

- B. Ad Hoc Assessment Committee
 - i. Trustees Gwin and Loup report that the Fiscal Management and Workplace Assessment RFPs are moving forward in draft status. Trustee Loup notes that the board is aware of financial constraints and is taking budgetary considerations into account as the assessment work proceeds.
- C. Ad Hoc Levy Lid Lift Committee **at 01:47:19 of the recording**
 - i. Trustee Blanton summarizes the recent work of the Ad Hoc Levy Lid Lift Committee noting that the committee has received input from many sources. Trustee Loup notes that it has been a quarter century since TRL last had a full levy rate and states that we need to allow our communities to make the decision about the future of the library. Trustee Harrington shares that, months ago, the thought of a levy lid lift was terrifying but that she has heard from the public, staff, and elected officials that this is the time to do it. Andrea provides an abridged version of the levy lid lift presentation given at the Board Retreat on July 18, 2026, summarizing levy options, potential levy rates, and the impact of each option on Timberland's near-term financial outlook and staffing levels. Trustee Mittge notes that over the years many cuts and cost reductions have been made and thanks Andrea and her team for implementing significant cuts so far this year. Trustee Mittge notes that the board is unique in that it is not an elected board and that it is appropriate to bring the question of potentially increasing taxes to the public. Andrea states that going out for levy lid lifts will need to be a continual process from here on out to increase or maintain funding. Trustee Loup states that he is in favor of going out for a levy lift in November and states support for a \$0.35 levy rate. Trustee Blanton concurs with the need to go out for a levy immediately and expresses support for a \$0.40 levy rate. Trustee Gwin states that she has a lot of faith in where TRL is going in the future and shares her experience that the general public is not aware of everything going on at TRL or how long the library has gone without a levy lift. Trustee Gwin states that she could easily get on board with a \$0.35 levy rate and would be willing to fight for \$0.40. Trustee Harrington states that \$0.30 is not enough, \$0.35 gives us

some breathing room, and that \$0.40 is enough that TRL will not have to go back out for another levy lift as quickly and patrons will see more benefits sooner. Trustee Mittge states that he would be inclined to support \$0.30 or \$0.35 as we are continuing to build trust and expresses support for \$0.35. Trustee Loups asks to take \$0.30 off the table and expresses hesitation about \$0.40, being mindful of not asking too much as we rebuild trust. Trustee Mittge states that he believes \$0.35 is the right level for our libraries to survive and thrive right now. Trustee Blanton asks if Trustee Gwin is OK with \$0.35 and she affirms her support. Trustee Harrington states her support for \$0.35. Trustee Harrington states that we need to be very clear about what increased funds will be used to support and Trustee Loup concurs.

26-063 DUSTIN LOUP MADE A MOTION TO APPROVE RESOLUTION 26-002 AS PRESENTED PROVIDING FOR THE SUBMISSION OF A PROPOSITION AUTHORIZING THE DISTRICT TO INCREASE ITS REGULAR PROPERTY TAX LEVY TO \$0.35 PER \$1,000 OF ASSESSED VALUE IN SUPPORT OF LIBRARY SERVICES TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD THEREIN ON NOVEMBER 3, 2026. TONI GWIN SECONDED. MOTION APPROVED (Unanimous 5)

Trustees discuss the need to appoint the “For” and “Against” committees to draft the statements in the Voter’s Pamphlet. Trustee Mittge states that Sean Swope has volunteered to write the “Against” statement. Trustee Loup notes that there are two volunteers for the “For” committee. A member of the public in attendance, Laura Cameron, volunteers to be the third member on the “For” committee. Chris Chrzan reads the names proposed for each committee – For: Kylie McQuarrie, Jan Morris, Laura Cameron; Against: Sean Swope.

26-064 HAL BLANTON MADE A MOTION TO APPROVE RESOLUTION NUMBER 26-003 AS PRESENTED APPOINTING COMMITTEES TO ADVOCATE VOTER APPROVAL FOR OR REJECTION OF PROPOSITION 1 REGARDING RESTORATION OF THE DISTRICT’S REGULAR PROPERTY TAX LEVY. MARY BETH HARRINGTON SECONDED. MOTION APPROVED (Unanimous 5)

D. Executive Committee

- i. Trustee Loup states that the committee received 10 responses to the Executive Search RFP and there are a few top choices emerging. He states that the committee is extending the original deadline for deciding on a finalist and that interviews with the top candidates will be conducted soon.

10. NEW BUSINESS at 03:20:53 of the recording

A. Staff Fest

- i. Trustee Gwin volunteers to coordinate trustee attendance and gifts for prize drawings at All-Staff Training Day (Staff Fest) on September 16. Trustees express support for the idea.

B. Levy Lid Lift

- i. Discussion and action previously taken under agenda item 9C.

11. BOARD HOUSEKEEPING at 03:26:31 of the recording

A. August Facilities Committee – New Date

- i. Rescheduled for August 18 at 4:30 PM

B. September Policy Committee – New Date

- i. Rescheduled for September 22 at 4:30 PM

12. FUTURE AGENDA ITEMS at 03:29:46 of the recording

- A. None.

13. FINAL BOARD COMMENTS at 03:30:04 of the recording

- A. None.

14. EXECUTIVE SESSION – Pursuant to RCW 42.30.110 (g) – Deferred to next Regular Board Meeting in August.

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

26-065 HAL BLANTON MADE A MOTION TO ADJOURN. BRIAN MITTGE SECONDED. MOTION APPROVED (Unanimous 5).

15. ADJOURNMENT 9:05 P.M.

**Board of Trustees
Special Meeting Minutes
Wednesday September 9, 2026
4:30 P.M. Via Zoom**

Timberland Regional Library
Administrative Service Center
415 Tumwater Blvd SW
Tumwater WA 98501

Brian Mittge, *President*, Lewis County
Dustin Loup, *President Elect*, Grays Harbor County

Toni Gwin, Pacific County
Mary Beth Harrington, Thurston County
Hal Blanton, *At-Large*, Lewis County
Vacant Position, Mason County
Vacant Position, *At-Large*, Thurston County

Present Board: Dustin Loup, Mary Beth Harrington, Toni Gwin, Hal Blanton

Present Staff: Andrea Heisel, Savannah Campbell, Kandy Seldin, Chris Chrzan; recorder

Remote Access via Zoom: <https://trl-org.zoom.us/j/86558576386> - Meeting ID: 840 8053 5685

- Phone Access - Approximate attendance: 1

Timberland Regional Library (TRL) Special Meeting Minutes

1. CALL TO ORDER & ROLL CALL

Dustin Loup called the meeting to order at 4:34 PM

2. APPROVAL OF THE AGENDA

26-070 HAL BLANTON MADE A MOTION TO AMEND THE AGENDA TO ADD ITEM #3 PUBLIC COMMENT. TONI GWIN SECONDED. MOTION APPROVED. (Unanimous 4)

3. PUBLIC COMMENT

None.

4. EXECUTIVE DIRECTOR RECRUITMENT FIRM

26-071 MARY BETH HARRINGTON MADE A MOTION THAT THE TRL BOARD OF TRUSTEES ENGAGE WITH GMP CONSULTANTS TO CONDUCT AN EXECUTIVE DIRECTOR RECRUITMENT PER THEIR PROPOSAL. HAL BLANTON SECONDED. MOTION APPROVED. (Unanimous 4)

26-072 MARY BETH HARRINGTON MADE A MOTION TO ADJOURN. TONI GWIN SECONDED. MOTION APPROVED. (Unanimous 4)

5. ADJOURNMENT - 4:45 PM



Timberland Regional Library, WA

Payroll Check Register

Direct Deposits

Pay Period: 8/1/2026-8/15/2026

Packet: PYPKT03862 - 08.25.26

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
	2682	08/25/2026	1320.34	134093
	2654	08/25/2026	1715.49	134094
	2591	08/25/2026	1605.28	134095
	1799	08/25/2026	2092.19	134096
	2720	08/25/2026	2168.86	134097
	2760	08/25/2026	1737.08	134098
	2243	08/25/2026	971.5	134099
	2377	08/25/2026	3134.46	134100
	2704	08/25/2026	2181.46	134101
	2741	08/25/2026	2105.13	134102
	2531	08/25/2026	2341.93	134103
	1911	08/25/2026	3348.08	134104
	2024	08/25/2026	3421.19	134105
	2134	08/25/2026	1474.56	134106
	1864	08/25/2026	1937.86	134107
	1361	08/25/2026	1396.59	134108
	2013	08/25/2026	3358.86	134109
	2645	08/25/2026	3288.81	134110
	2320	08/25/2026	1979.72	134111
	2664	08/25/2026	1320.7	134112
	2572	08/25/2026	2351.69	134113
	2564	08/25/2026	1611.88	134114
	2564	08/25/2026	690.8	134114
	2762	08/25/2026	2875.85	134115
	2684	08/25/2026	2098.08	134116
	2765	08/25/2026	1759.94	134117
	2272	08/25/2026	3647.21	134118
	2691	08/25/2026	1301.41	134119
	2472	08/25/2026	2422.36	134120
	2570	08/25/2026	200	134121
	2570	08/25/2026	1744.78	134121
	2615	08/25/2026	1510.08	134122
	2524	08/25/2026	1110.93	134123
	1586	08/25/2026	3863.15	134124
	2739	08/25/2026	1312.96	134125
	2723	08/25/2026	1317.58	134126
	2273	08/25/2026	1721.91	134127
	2705	08/25/2026	2237.04	134128
	2100	08/25/2026	1748.44	134129
	1583	08/25/2026	1209.51	134130
	1583	08/25/2026	1250	134130
	2710	08/25/2026	1715.39	134131
	2525	08/25/2026	1337.38	134132
	2692	08/25/2026	1380.69	134133
	2373	08/25/2026	1680.91	134134
	2721	08/25/2026	2394.5	134135
	2768	08/25/2026	2202.76	134136
	2253	08/25/2026	300	134137
	2253	08/25/2026	75	134137
	2253	08/25/2026	1975.32	134137
	2530	08/25/2026	2421.92	134138

Employee	Employee #	Date	Amount	Number
	2708	08/25/2026	2770.13	134139
	1939	08/25/2026	2559.72	134140
	2660	08/25/2026	1936.2	134141
	2698	08/25/2026	1030.86	134142
	1942	08/25/2026	2440.12	134143
	2021	08/25/2026	1772.24	134144
	1874	08/25/2026	1481.49	134145
	2152	08/25/2026	1787.03	134146
	2731	08/25/2026	1659.62	134147
	2389	08/25/2026	791.43	134148
	1820	08/25/2026	3349.61	134149
	2264	08/25/2026	3027.81	134150
	2628	08/25/2026	695.63	134151
	2586	08/25/2026	1853.69	134152
	2305	08/25/2026	2477.3	134153
	2598	08/25/2026	1409.45	134154
	2743	08/25/2026	3007.02	134155
	2302	08/25/2026	2764.49	134156
	2620	08/25/2026	2656.74	134157
	2767	08/25/2026	1434.47	134158
	2733	08/25/2026	2259.05	134159
	2276	08/25/2026	2445.28	134160
	2460	08/25/2026	4153.12	134161
	2711	08/25/2026	1645.44	134162
	2157	08/25/2026	2469.26	134163
	2756	08/25/2026	1491.22	134164
	2718	08/25/2026	2522.52	134165
	2688	08/25/2026	2487.1	134166
	2759	08/25/2026	1530.03	134167
	2678	08/25/2026	1722.33	134168
	2456	08/25/2026	3044.27	134169
	2596	08/25/2026	1781.07	134170
	2639	08/25/2026	1694.68	134171
	2744	08/25/2026	2257.44	134172
	2432	08/25/2026	1703.04	134173
	1447	08/25/2026	2074.54	134174
	2179	08/25/2026	1314.49	134175
	2757	08/25/2026	1306.33	134176
	2613	08/25/2026	2292.63	134177
	2735	08/25/2026	2268.93	134178
	1128	08/25/2026	100	134179
	1128	08/25/2026	3046.47	134179
	2745	08/25/2026	2330.3	134180
	2283	08/25/2026	2214.81	134181
	2567	08/25/2026	2168.21	134182
	2732	08/25/2026	2508.33	134183
	2241	08/25/2026	2497.17	134184
	2249	08/25/2026	2840.25	134185
	2769	08/25/2026	2355.67	134186
	2048	08/25/2026	2594.32	134187
	2417	08/25/2026	1490.02	134188
	2417	08/25/2026	400	134188
	2335	08/25/2026	2272.71	134189
	2322	08/25/2026	1672.65	134190
	1980	08/25/2026	263.21	134191
	2480	08/25/2026	150	134192
	2480	08/25/2026	1215.33	134192
	2693	08/25/2026	1315.66	134193
	2694	08/25/2026	953.74	134194

2426	08/25/2026	2311.38	134195
2697	08/25/2026	1320.64	134196
2754	08/25/2026	939.3	134197
2593	08/25/2026	820.87	134198
1269	08/25/2026	2578.38	134199
1953	08/25/2026	2125.37	134200
2401	08/25/2026	2981.17	134201
2551	08/25/2026	2064.28	134202
2346	08/25/2026	1206.37	134203
2470	08/25/2026	1807.7	134204
1265	08/25/2026	50	134205
1265	08/25/2026	2051.01	134205
2391	08/25/2026	1593.71	134206
2618	08/25/2026	22060.69	134207
2661	08/25/2026	2272.66	134208
2761	08/25/2026	2534.35	134209
2518	08/25/2026	20	134210
2518	08/25/2026	1331.69	134210
2442	08/25/2026	2471.74	134211
2574	08/25/2026	200	134212
2574	08/25/2026	1967.45	134212
2034	08/25/2026	1368	134213
2248	08/25/2026	3749.53	134214
2509	08/25/2026	1758.28	134215
2509	08/25/2026	100	134215
2672	08/25/2026	1385.29	134216
1962	08/25/2026	1882.91	134217
2221	08/25/2026	1928.96	134218
2740	08/25/2026	2257.44	134219
2423	08/25/2026	2094.39	134220
2297	08/25/2026	2436.46	134221
2146	08/25/2026	1832.9	134222
2636	08/25/2026	3606.38	134223
2281	08/25/2026	3857.4	134224
2251	08/25/2026	3032.74	134225
2742	08/25/2026	1806.65	134226
2602	08/25/2026	2744.42	134227
2695	08/25/2026	1712.08	134228
2748	08/25/2026	2377.03	134229
2473	08/25/2026	2246.14	134230
2356	08/25/2026	2187.14	134231
2398	08/25/2026	2249.53	134232
2372	08/25/2026	1248.09	134233
2481	08/25/2026	1937.26	134234
2651	08/25/2026	2785.53	134235
1681	08/25/2026	1357.69	134236
1681	08/25/2026	100	134236
2747	08/25/2026	2313.72	134237
2493	08/25/2026	1171	134238
2600	08/25/2026	958	134239
2701	08/25/2026	2275.5	134240
1883	08/25/2026	2735.15	134241
2370	08/25/2026	25	134242
2370	08/25/2026	335.17	134242
2370	08/25/2026	2000	134242
2370	08/25/2026	1500	134242
2427	08/25/2026	1758.88	134243
2649	08/25/2026	2468.62	134244
2681	08/25/2026	1295.59	134245

Employee	Employee #	Date	Amount	Number
	2295	08/25/2026	2290.8	134246
	2529	08/25/2026	3459.63	134247

2561	08/25/2026	1812.06	134248
2527	08/25/2026	2484.06	134249
2510	08/25/2026	1850.08	134250
1855	08/25/2026	2878.56	134251
2709	08/25/2026	1477.96	134252
1862	08/25/2026	3478.36	134253
2490	08/25/2026	2060.86	134254
2640	08/25/2026	2354.8	134255
2496	08/25/2026	3398.29	134256
2383	08/25/2026	400	134257
2383	08/25/2026	1950.27	134257
2271	08/25/2026	1647.27	134258
2059	08/25/2026	1354.91	134259
2671	08/25/2026	2390.39	134260
1795	08/25/2026	2217.72	134261
1861	08/25/2026	100	134262
1861	08/25/2026	1052.95	134262
1861	08/25/2026	20	134262
1861	08/25/2026	200	134262
2532	08/25/2026	1362.77	134263
2193	08/25/2026	921.62	134264
1872	08/25/2026	2075.02	134265
2552	08/25/2026	3407.59	134266
2597	08/25/2026	2295.75	134267
2594	08/25/2026	1420.31	134268
2318	08/25/2026	2112	134269
2706	08/25/2026	1267.93	134270
2605	08/25/2026	1818.88	134271
2722	08/25/2026	1773.76	134272
1815	08/25/2026	2048.06	134273
1815	08/25/2026	100	134273
1910	08/25/2026	1565.5	134274
2120	08/25/2026	2222.8	134275
1845	08/25/2026	3709.61	134276
2512	08/25/2026	2761.91	134277
2644	08/25/2026	2079.9	134278
2542	08/25/2026	2196.78	134279
2702	08/25/2026	2698.58	134280
1323	08/25/2026	3549.9	134281
1323	08/25/2026	37.5	134281
2690	08/25/2026	2059.19	134282
2210	08/25/2026	1018.94	134283
2515	08/25/2026	2836.53	134284
1532	08/25/2026	225	134285
1532	08/25/2026	2779.47	134285



Payroll Check Register Report Summary

Type	Count	Amount
Regular Checks	0	0
Manual Checks	0	0
Reversals	0	0
Voided Checks	0	0
Direct Deposits	216	428938.13
Total	216	428938.13

Authorization Signatures

We, the undersigned members of the Board of Trustees of Timberland Regional Library, Olympia, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that Direct Deposits 134093 through 134285 are approved for payment in the amount of \$428,938.18 dated this 23rd day of September, 2026.

Andrea Heisel- Interim Executive Director

Brian Mittge- Board of Trustees, President



Timberland Regional Library, WA

Payroll Check Register

Direct Deposits

Pay Period: 8/16/2026-8/31/2026

Packet: PYPKT03870 - 09/10/26

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
	2682	09/10/2026	1319.2	134286
	2487	09/10/2026	716.96	134287
	2654	09/10/2026	1723.05	134288
	2591	09/10/2026	1604.22	134289
	1799	09/10/2026	2091.81	134290
	2720	09/10/2026	2171.25	134291
	2760	09/10/2026	1744.46	134292
	2243	09/10/2026	971.5	134293
	2377	09/10/2026	3136.9	134294
	2704	09/10/2026	2182.22	134295
	2741	09/10/2026	2108.79	134296
	2531	09/10/2026	2341.24	134297
	1911	09/10/2026	3346.86	134298
	2024	09/10/2026	3421.26	134299
	2134	09/10/2026	1472.88	134300
	1864	09/10/2026	1940.29	134301
	1361	09/10/2026	1392.02	134302
	2013	09/10/2026	3361.3	134303
	2645	09/10/2026	3289.04	134304
	2664	09/10/2026	1314.99	134305
	2572	09/10/2026	2351.82	134306
	2564	09/10/2026	690.8	134307
	2564	09/10/2026	1611.88	134307
	2762	09/10/2026	2875.85	134308
	2684	09/10/2026	2096.1	134309
	2765	09/10/2026	1763.29	134310
	2272	09/10/2026	3645.99	134311
	2691	09/10/2026	1299.58	134312
	2472	09/10/2026	2423.9	134313
	2570	09/10/2026	200	134314
	2570	09/10/2026	1622.96	134314
	2615	09/10/2026	1512.44	134315
	2524	09/10/2026	1110.93	134316
	1586	09/10/2026	3861.63	134317
	2739	09/10/2026	1316.16	134318
	2723	09/10/2026	1321.31	134319
	2273	09/10/2026	1721.91	134320
	2705	09/10/2026	2232.02	134321
	2100	09/10/2026	1757.99	134322
	1583	09/10/2026	1208.6	134323
	1583	09/10/2026	1250	134323
	2710	09/10/2026	1487.44	134324
	2525	09/10/2026	1338.75	134325
	2692	09/10/2026	1380.69	134326
	2373	09/10/2026	1681.6	134327
	2721	09/10/2026	2394.5	134328
	2768	09/10/2026	2207.63	134329
	2253	09/10/2026	75	134330
	2253	09/10/2026	300	134330
	2253	09/10/2026	1976.54	134330
	2530	09/10/2026	2711.74	134331

Employee	Employee #	Date	Amount	Number
	2708	09/10/2026	9645.87	134332
	1939	09/10/2026	2561.25	134333
	2660	09/10/2026	1933.76	134334
	2698	09/10/2026	1029.95	134335
	1942	09/10/2026	2437.33	134336
	2021	09/10/2026	1767.82	134337
	1874	09/10/2026	1481.37	134338
	2152	09/10/2026	1787.03	134339
	2731	09/10/2026	1658.39	134340
	2389	09/10/2026	822.65	134341
	1820	09/10/2026	3349.61	134342
	2264	09/10/2026	3027.66	134343
	2628	09/10/2026	695.63	134344
	2586	09/10/2026	1854.41	134345
	2305	09/10/2026	2479.66	134346
	2598	09/10/2026	1411.77	134347
	2743	09/10/2026	3007.02	134348
	2302	09/10/2026	2764.11	134349
	2620	09/10/2026	2658.07	134350
	2767	09/10/2026	1433.4	134351
	2733	09/10/2026	2266.36	134352
	2276	09/10/2026	2445.66	134353
	2460	09/10/2026	4977.74	134354
	2711	09/10/2026	1646.51	134355
	2157	09/10/2026	2464.57	134356
	2756	09/10/2026	1490	134357
	2718	09/10/2026	2522.9	134358
	2688	09/10/2026	2442.05	134359
	2759	09/10/2026	1432.26	134360
	2678	09/10/2026	1723.51	134361
	2456	09/10/2026	3039.32	134362
	2596	09/10/2026	1773.61	134363
	2639	09/10/2026	1692.02	134364
	2744	09/10/2026	2259.56	134365
	2432	09/10/2026	1708.48	134366
	1447	09/10/2026	2075.76	134367
	2179	09/10/2026	1316.92	134368
	2757	09/10/2026	1309.91	134369
	2613	09/10/2026	2289.59	134370
	2735	09/10/2026	2266.49	134371
	1128	09/10/2026	3046.24	134372
	1128	09/10/2026	100	134372
	2745	09/10/2026	2328.18	134373
	2283	09/10/2026	2214.62	134374
	2567	09/10/2026	2168.21	134375
	2732	09/10/2026	2507.11	134376
	2241	09/10/2026	2503.26	134377
	2249	09/10/2026	2842.69	134378
	2769	09/10/2026	2350.87	134379
	2048	09/10/2026	2595.54	134380
	2417	09/10/2026	1488.35	134381
	2417	09/10/2026	400	134381
	2335	09/10/2026	2280.02	134382
	2322	09/10/2026	1676.15	134383
	1980	09/10/2026	1032.99	134384
	2480	09/10/2026	1211.37	134385
	2480	09/10/2026	150	134385
	2693	09/10/2026	1314.44	134386
	2694	09/10/2026	949.02	134387

2426	09/10/2026	2308.94	134388
2697	09/10/2026	1318.24	134389
2754	09/10/2026	1075.65	134390
2593	09/10/2026	820.87	134391
1269	09/10/2026	2576.97	134392
1953	09/10/2026	2122.93	134393
2401	09/10/2026	2971.88	134394
2551	09/10/2026	2064.28	134395
2346	09/10/2026	1207.59	134396
2470	09/10/2026	1809	134397
1265	09/10/2026	2052.22	134398
1265	09/10/2026	50	134398
2391	09/10/2026	1585.79	134399
2661	09/10/2026	2276.31	134400
2761	09/10/2026	2534.36	134401
2518	09/10/2026	1331.99	134402
2518	09/10/2026	20	134402
2442	09/10/2026	2473.11	134403
2574	09/10/2026	200	134404
2574	09/10/2026	1977.27	134404
2034	09/10/2026	1372.49	134405
2248	09/10/2026	3753.19	134406
2509	09/10/2026	1757.74	134407
2509	09/10/2026	100	134407
2672	09/10/2026	1385.75	134408
1962	09/10/2026	1882.91	134409
2221	09/10/2026	1932.76	134410
2740	09/10/2026	2255.32	134411
2423	09/10/2026	2092.11	134412
2297	09/10/2026	2431.59	134413
2146	09/10/2026	1831.61	134414
2636	09/10/2026	3348.3	134415
2281	09/10/2026	3859.54	134416
2251	09/10/2026	3032.74	134417
2742	09/10/2026	1806.38	134418
2602	09/10/2026	2741.94	134419
2695	09/10/2026	1710.71	134420
2748	09/10/2026	2355.8	134421
2473	09/10/2026	2247.21	134422
2356	09/10/2026	2188.36	134423
2398	09/10/2026	2248.77	134424
2372	09/10/2026	1249.77	134425
2481	09/10/2026	1942.44	134426
2651	09/10/2026	2784.05	134427
1681	09/10/2026	1354.65	134428
1681	09/10/2026	100	134428
2747	09/10/2026	2313.99	134429
2493	09/10/2026	1171.38	134430
2600	09/10/2026	958.11	134431
2701	09/10/2026	2275.5	134432
1883	09/10/2026	2737.73	134433
2370	09/10/2026	1500	134434
2370	09/10/2026	2000	134434
2370	09/10/2026	331.52	134434
2370	09/10/2026	25	134434
2427	09/10/2026	1762.23	134435
2649	09/10/2026	2468.72	134436
2681	09/10/2026	1296.5	134437
2295	09/10/2026	2289.04	134438

Employee	Employee #	Date	Amount	Number
	2529	09/10/2026	3456.84	134439
	2561	09/10/2026	1808.03	134440

2527	09/10/2026	2484.06	134441
2510	09/10/2026	1850.73	134442
1855	09/10/2026	2878.67	134443
2709	09/10/2026	1472.63	134444
1862	09/10/2026	3473.49	134445
2490	09/10/2026	2057.51	134446
2640	09/10/2026	2356.02	134447
2496	09/10/2026	3397.07	134448
2383	09/10/2026	1949.58	134449
2383	09/10/2026	400	134449
2271	09/10/2026	1648.34	134450
2059	09/10/2026	1353.92	134451
2671	09/10/2026	2390.24	134452
1795	09/10/2026	2213.31	134453
1861	09/10/2026	200	134454
1861	09/10/2026	1056.57	134454
1861	09/10/2026	100	134454
1861	09/10/2026	20	134454
2532	09/10/2026	1365.06	134455
2193	09/10/2026	924.67	134456
1872	09/10/2026	2072.36	134457
2552	09/10/2026	3406	134458
2597	09/10/2026	2290.5	134459
2594	09/10/2026	1517.22	134460
2318	09/10/2026	2109.26	134461
2706	09/10/2026	1269	134462
2605	09/10/2026	1817.43	134463
2722	09/10/2026	1776.04	134464
1815	09/10/2026	2045.62	134465
1815	09/10/2026	100	134465
1910	09/10/2026	1568.78	134466
2120	09/10/2026	2226.45	134467
1845	09/10/2026	3704.74	134468
2512	09/10/2026	2764.35	134469
2644	09/10/2026	2083.55	134470
2542	09/10/2026	2195.83	134471
2702	09/10/2026	2696.76	134472
1323	09/10/2026	3545.03	134473
1323	09/10/2026	37.5	134473
2690	09/10/2026	2055.08	134474
2210	09/10/2026	1018.94	134475
2515	09/10/2026	2834.09	134476
1532	09/10/2026	2773.38	134477
1532	09/10/2026	225	134477



Timberland Regional Library, WA

Payroll Check Register Report Summary

Pay Period: 8/16/2026-8/31/2026

Type	Count	Amount
Regular Checks	0	0
Manual Checks	0	0
Reversals	0	0
Voided Checks	0	0
Direct Deposits	215	413851.23
Total	215	413851.23

Authorization Signatures

We, the undersigned members of the Board of Trustees of Timberland Regional Library, Olympia, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that Direct Deposits 134286 through 134477 are approved for payment in the amount of \$413,851.23 dated this 23rd day of September, 2026.

Andrea Heisel- Interim Executive Director

Brian Mittge- Board of Trustees, President



Timberland Regional Library, WA

Expense Approval Report

By Fund

Payment Dates 8/16/2026 - 9/15/2026

Payment Number	Vendor Name	Payable Number	Description (Item)	Payment Date	Amount
Fund: 001 - GENERAL FUND					
7359	ALWAYS SAFE & LOCK, INC	341076	FA - DUPLICATE KEY	08/31/2026	6.6
7359	ALWAYS SAFE & LOCK, INC	341496	FA/AB - DUPLICATE KEY	08/31/2026	35.2
7360	AMAZON BUSINESS	1443-W6NF-3H7F	IL - RETURN BOOKS HERE SIGN	08/31/2026	21.63
7360	AMAZON BUSINESS	16C9-PD4V-97YY	OP - WIPES, COMP MONITOR N	08/31/2026	73.01
7360	AMAZON BUSINESS	16RL-P6L7-194N	FA - LED STRIP LIGHTS, WALL C	08/31/2026	275.46
7360	AMAZON BUSINESS	1F1Y-XC3N-1XH6	YE - DUSTER REFILLS, CLEANINC	08/31/2026	43.79
7360	AMAZON BUSINESS	1FH7-DFPY-37K6	EL - FIDGET TOYS, GLOVES, PEN	08/31/2026	55.23
7360	AMAZON BUSINESS	1FVK-3F79-31N6	CE - HAND SANITIZER	08/31/2026	39.64
7360	AMAZON BUSINESS	1FVK-3F79-31N6	CE - HAND SANITIZER	08/31/2026	39.64
7360	AMAZON BUSINESS	1FVK-3F79-6343	TU - VEG & HERB SEEDS, DRY EI	08/31/2026	195.05
7360	AMAZON BUSINESS	1HCK-7WHF-4C4N	SH - PRINTER PAPER, BUBBLE N	08/31/2026	340.04
7360	AMAZON BUSINESS	1HWL-D1TL-1XXQ	AL - PORTABLE RECHARGEABLE	08/31/2026	32.01
7360	AMAZON BUSINESS	1MWR-LQWL-47HL	IT - TERMINAL BATTERY, PRIVC	08/31/2026	164.66
7360	AMAZON BUSINESS	1NHF-4N36-4QRT	RA/MO - PRINTER PAPER, ACRY	08/31/2026	62.51
7360	AMAZON BUSINESS	1NHF-4N36-4QRT	RA/MO - PRINTER PAPER, ACRY	08/31/2026	178.96
7360	AMAZON BUSINESS	1QD6-MDMV-1RM4	CL - BLU-RAY/DVD/CD MULTI C	08/31/2026	153.6
7360	AMAZON BUSINESS	1XL1-JM7W-3GMM	MC - PRINTER PAPER, FIDGET T	08/31/2026	60.68
7360	AMAZON BUSINESS	1YPR-6MPK-CWG4	AB/WE - LIQUID HAND SOAP, B	08/31/2026	38.18
7360	AMAZON BUSINESS	1YPR-6MPK-G97X	CL - CLIP BOX, THERMAL PAPER	08/31/2026	660.1
7360	AMAZON BUSINESS	IA041001035491481	KCDA INVOICE ACCIDENTALLY F	08/31/2026	-99.96
7361	AMAZON CREDIT	11VP-9WYR-R7MQ	BOOKS & MATERIALS	08/31/2026	26.17
7361	AMAZON CREDIT	14KV-Q1WM-RQVC	BOOKS & MATERIALS	08/31/2026	122.79
7361	AMAZON CREDIT	1CQ-WP19-JGL3	BOOKS & MATERIALS	08/31/2026	118.3
7361	AMAZON CREDIT	1FQQ-TYVQ-JCWL	BOOKS & MATERIALS	08/31/2026	49.38
7361	AMAZON CREDIT	1HFV-F9RG-GR7J	BOOKS & MATERIALS	08/31/2026	243.31
7361	AMAZON CREDIT	1LJK-RXW6-QLKN	BOOKS & MATERIALS	08/31/2026	69.36
7361	AMAZON CREDIT	1XGJ-7KVK-QV96CM	BOOKS & MATERIALS	08/31/2026	-49.26
7362	BARNES & NOBLE BOOKSELLER:	4758467	BOOKS & MATERIALS	08/31/2026	688.15
7363	BATTERIES PLUS	P93719056	FA/WO - 6V 5AH LEAD BATTER	08/31/2026	28.59
7364	BLACKSTONE AUDIO BOOKS	2240269	BOOKS & MATERIALS	08/31/2026	62.5
7364	BLACKSTONE AUDIO BOOKS	2240421	BOOKS & MATERIALS	08/31/2026	324.9
7364	BLACKSTONE AUDIO BOOKS	2242429	BOOKS & MATERIALS	08/31/2026	93.75
7365	CITY OF MONTESANO	2975 AUG 2026	MO - WATER AND SEWER CHAF	08/31/2026	215.04
7366	CW JANITORIAL SERVICE, LLC	4022	NM - AUG 2026 JANITORIAL SEI	08/31/2026	3779.48
7367	DE LAGE LANDEN FINANCIAL SE	598367910	HO - AUG COPIER RENTAL	08/31/2026	266.72
7367	DE LAGE LANDEN FINANCIAL SE	598427624	HA/CH - SEPT 2026 COPIER REN	08/31/2026	258.88
7367	DE LAGE LANDEN FINANCIAL SE	598427624	HA/CH - SEPT 2026 COPIER REN	08/31/2026	257.71
7368	DENNIS CO MO, WESTLAKE	13725526	FA/MO - SPACKLING COMPOU	08/31/2026	13.06
7369	EDNETICS, INC	INV-143452	IT - VOICE S1 BASIC/STANDARD	08/31/2026	3935.13
7370	FIRST BOOK	7002353446	PS - BOOKS	08/31/2026	1443.83
7371	GALE GROUP PO 95501	999102943240	BOOKS & MATERIALS	08/31/2026	89.6
7371	GALE GROUP PO 95501	999102960834	BOOKS & MATERIALS	08/31/2026	86.96
7371	GALE GROUP PO 95501	999102984423	BOOKS & MATERIALS	08/31/2026	79.06
7371	GALE GROUP PO 95501	999102990707	BOOKS & MATERIALS	08/31/2026	397.92
7371	GALE GROUP PO 95501	999103015864	BOOKS & MATERIALS	08/31/2026	197.64
7372	HAWKS PRAIRIE CENTER, LLC.	SEPT 2026	HA - SEPT 2026 RENT	08/31/2026	7685.54
7373	HILLIS, CLARK, MARTIN & PETE	I339494	AD - LEGAL SERVICES	08/31/2026	10719.23
7373	HILLIS, CLARK, MARTIN & PETE	I339654	AD - LEGAL SERVICES	08/31/2026	9991.6
7374	INGRAM LIBRARY SERVICES	98011346	BOOKS & MATERIALS	08/31/2026	1505.16
7374	INGRAM LIBRARY SERVICES	98011347	BOOKS & MATERIALS	08/31/2026	2989.15
7374	INGRAM LIBRARY SERVICES	98062625	BOOKS & MATERIALS	08/31/2026	1355.85
7374	INGRAM LIBRARY SERVICES	98062626	BOOKS & MATERIALS	08/31/2026	334.77
7374	INGRAM LIBRARY SERVICES	98090930	BOOKS & MATERIALS	08/31/2026	228.01

7374	INGRAM LIBRARY SERVICES	98096382	BOOKS & MATERIALS	08/31/2026	767.62
7374	INGRAM LIBRARY SERVICES	98096383	BOOKS & MATERIALS	08/31/2026	1118.27
7374	INGRAM LIBRARY SERVICES	98096384	BOOKS & MATERIALS	08/31/2026	416.4
7374	INGRAM LIBRARY SERVICES	98096385	BOOKS & MATERIALS	08/31/2026	1126.98
7374	INGRAM LIBRARY SERVICES	98126893	BOOKS & MATERIALS	08/31/2026	1182.95
7374	INGRAM LIBRARY SERVICES	98126894	BOOKS & MATERIALS	08/31/2026	3491.79
7374	INGRAM LIBRARY SERVICES	98126895	BOOKS & MATERIALS	08/31/2026	1220.18
7374	INGRAM LIBRARY SERVICES	98164295	BOOKS & MATERIALS	08/31/2026	445.63
7374	INGRAM LIBRARY SERVICES	98195094	BOOKS & MATERIALS	08/31/2026	1188.99
7374	INGRAM LIBRARY SERVICES	98230795	BOOKS & MATERIALS	08/31/2026	702.94
7374	INGRAM LIBRARY SERVICES	98230796	BOOKS & MATERIALS	08/31/2026	519.3
7374	INGRAM LIBRARY SERVICES	98230797	BOOKS & MATERIALS	08/31/2026	612.31
7374	INGRAM LIBRARY SERVICES	98230798	BOOKS & MATERIALS	08/31/2026	117.3
7374	INGRAM LIBRARY SERVICES	98257195	BOOKS & MATERIALS	08/31/2026	408.38
7374	INGRAM LIBRARY SERVICES	98262957	BOOKS & MATERIALS	08/31/2026	1256.33
7374	INGRAM LIBRARY SERVICES	98262958	BOOKS & MATERIALS	08/31/2026	1179.83
7374	INGRAM LIBRARY SERVICES	98262959	BOOKS & MATERIALS	08/31/2026	324.02
7374	INGRAM LIBRARY SERVICES	98262960	BOOKS & MATERIALS	08/31/2026	310.84
7374	INGRAM LIBRARY SERVICES	98286489	BOOKS & MATERIALS	08/31/2026	333.33
7374	INGRAM LIBRARY SERVICES	98288619	BOOKS & MATERIALS	08/31/2026	681.49
7374	INGRAM LIBRARY SERVICES	98296465	BOOKS & MATERIALS	08/31/2026	357.25
7374	INGRAM LIBRARY SERVICES	98326602	BOOKS & MATERIALS	08/31/2026	250.18
7374	INGRAM LIBRARY SERVICES	98333161	BOOKS & MATERIALS	08/31/2026	1320.6
7374	INGRAM LIBRARY SERVICES	98333162	BOOKS & MATERIALS	08/31/2026	3377.52
7374	INGRAM LIBRARY SERVICES	98344934	BOOKS & MATERIALS	08/31/2026	65.83
7374	INGRAM LIBRARY SERVICES	98382797	BOOKS & MATERIALS	08/31/2026	2128.28
7374	INGRAM LIBRARY SERVICES	98382798	BOOKS & MATERIALS	08/31/2026	577.18
7374	INGRAM LIBRARY SERVICES	98382799	BOOKS & MATERIALS	08/31/2026	725.66
7374	INGRAM LIBRARY SERVICES	98404950	BOOKS & MATERIALS	08/31/2026	626.2
7374	INGRAM LIBRARY SERVICES	98410060	BOOKS & MATERIALS	08/31/2026	722.06
7374	INGRAM LIBRARY SERVICES	98410061	BOOKS & MATERIALS	08/31/2026	382.23
7374	INGRAM LIBRARY SERVICES	98410062	BOOKS & MATERIALS	08/31/2026	473.44
7374	INGRAM LIBRARY SERVICES	98410063	BOOKS & MATERIALS	08/31/2026	413.39
7374	INGRAM LIBRARY SERVICES	98435968	BOOKS & MATERIALS	08/31/2026	2444.17
7374	INGRAM LIBRARY SERVICES	98435969	BOOKS & MATERIALS	08/31/2026	1931.93
7374	INGRAM LIBRARY SERVICES	98501650	BOOKS & MATERIALS	08/31/2026	13.17
7374	INGRAM LIBRARY SERVICES	98504868	BOOKS & MATERIALS	08/31/2026	1320.47
7374	INGRAM LIBRARY SERVICES	98504869	BOOKS & MATERIALS	08/31/2026	312.25
7374	INGRAM LIBRARY SERVICES	98519198	BOOKS & MATERIALS	08/31/2026	44.8
7374	INGRAM LIBRARY SERVICES	98531669	BOOKS & MATERIALS	08/31/2026	3692.95
7374	INGRAM LIBRARY SERVICES	98531670	BOOKS & MATERIALS	08/31/2026	2895.19
7374	INGRAM LIBRARY SERVICES	98531671	BOOKS & MATERIALS	08/31/2026	934.61
7374	INGRAM LIBRARY SERVICES	98531672	BOOKS & MATERIALS	08/31/2026	892.9
7374	INGRAM LIBRARY SERVICES	98531673	BOOKS & MATERIALS	08/31/2026	71.32
7374	INGRAM LIBRARY SERVICES	98568820CM	BOOKS & MATERIALS	08/31/2026	-149.42
7374	INGRAM LIBRARY SERVICES	98585437	BOOKS & MATERIALS	08/31/2026	348.28
7374	INGRAM LIBRARY SERVICES	98587866	BOOKS & MATERIALS	08/31/2026	4374.7
7374	INGRAM LIBRARY SERVICES	98587867	BOOKS & MATERIALS	08/31/2026	1418.7
7374	INGRAM LIBRARY SERVICES	98587868	BOOKS & MATERIALS	08/31/2026	3346.03
7374	INGRAM LIBRARY SERVICES	98587869	BOOKS & MATERIALS	08/31/2026	1234.72
7376	KCDA PURCHASING COOPERAT	300911625	AM - PAPER ORDER	08/31/2026	99.96
7376	KCDA PURCHASING COOPERAT	300913382	TU - PAPER ORDER	08/31/2026	301.69
7376	KCDA PURCHASING COOPERAT	300913726	IL/OP - PAPER ORDER, TAPE, SC	08/31/2026	8.65
7376	KCDA PURCHASING COOPERAT	300913726	IL/OP - PAPER ORDER, TAPE, SC	08/31/2026	100
7376	KCDA PURCHASING COOPERAT	300913804	SA - PAPER ORDER, GLOVES SM	08/31/2026	150.44
7376	KCDA PURCHASING COOPERAT	300916028	MC - PAPER ORDER	08/31/2026	53.48
7376	KCDA PURCHASING COOPERAT	300916457	LA - PAPER ORDER	08/31/2026	390.17
7377	LIBRARY IDEAS LLC	131582	BOOKS & MATERIALS	08/31/2026	3133.44
7377	LIBRARY IDEAS LLC	132131	BOOKS & MATERIALS	08/31/2026	5233.18
7378	MIDWEST LIBRARY SERVICE	5355800	BOOKS & MATERIALS	08/31/2026	198.99

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Payment Number	Vendor Name	Payable Number	Description (Item)	Payment Date	Amount
7379	MIDWEST TAPE	509140356	BOOKS & MATERIALS	08/31/2026	4411.16
7379	MIDWEST TAPE	509140358	BOOKS & MATERIALS	08/31/2026	1596.4

7379	MIDWEST TAPE	509176768	BOOKS & MATERIALS	08/31/2026	49.15
7379	MIDWEST TAPE	509176769	BOOKS & MATERIALS	08/31/2026	1756.69
7379	MIDWEST TAPE	509194175	BOOKS & MATERIALS	08/31/2026	2126.53
7379	MIDWEST TAPE	509194177	BOOKS & MATERIALS	08/31/2026	523.88
7379	MIDWEST TAPE	509203134	BOOKS & MATERIALS	08/31/2026	180.31
7379	MIDWEST TAPE	509218082	BOOKS & MATERIALS	08/31/2026	4096.51
7379	MIDWEST TAPE	509271405	BOOKS & MATERIALS	08/31/2026	278.96
7379	MIDWEST TAPE	509271407	BOOKS & MATERIALS	08/31/2026	104.49
7379	MIDWEST TAPE	509289398	BOOKS & MATERIALS	08/31/2026	4090.04
7379	MIDWEST TAPE	509289399	BOOKS & MATERIALS	08/31/2026	1636.37
7379	MIDWEST TAPE	509289750	BOOKS & MATERIALS	08/31/2026	614.68
7380	MULLINAX FORD OF OLYMPIA	889871	FL - #43 OIL CHANGE AND TIRE	08/31/2026	151.74
7380	MULLINAX FORD OF OLYMPIA	889966	FL - #3 OIL CHANGE AND TIRE	08/31/2026	135.93
7381	NOVUS WINDSHIELD REPAIR	20184	FL - WINDSHIELD REPAIR #38	08/31/2026	98.68
7381	NOVUS WINDSHIELD REPAIR	20194	FL - WINDSHIELD REPAIR #44	08/31/2026	98.68
7382	OVERDRIVE, INC	CD0119326261017	BOOKS & MATERIALS	08/31/2026	100000
7382	OVERDRIVE, INC	CD0119326261189	BOOKS & MATERIALS	08/31/2026	50000
7383	PIONEER FIRE & SECURITY INC	133000	HP - QUARTERLY FIRE ALARM	08/31/2026	179.2
7383	PIONEER FIRE & SECURITY INC	133268	FA - QUARTERLY FIRE ALARM	08/31/2026	181.18
7383	PIONEER FIRE & SECURITY INC	133269	FA - QUARTERLY FIRE ALARM	08/31/2026	131.76
7384	PLAYAWAY PRODUCTS, LLC.	543526	BOOKS & MATERIALS	08/31/2026	279.47
7384	PLAYAWAY PRODUCTS, LLC.	543587	BOOKS & MATERIALS	08/31/2026	363.49
7384	PLAYAWAY PRODUCTS, LLC.	543612	BOOKS & MATERIALS	08/31/2026	549.55
7384	PLAYAWAY PRODUCTS, LLC.	544201	BOOKS & MATERIALS	08/31/2026	1571.47
7384	PLAYAWAY PRODUCTS, LLC.	544612	BOOKS & MATERIALS	08/31/2026	1077.76
7384	PLAYAWAY PRODUCTS, LLC.	545315	BOOKS & MATERIALS	08/31/2026	149.12
7385	POSTAGE BY PHONE	11928884 AUG 2026	FI - POSTAGE METER REFILL	08/31/2026	3000
7386	PUD #1 MASON COUNTY	10586600 AUG 26	HP - JULY 2026 ENERGY CHARGE	08/31/2026	666.01
7387	SUMMIT LAW GROUP, PLLC	174736	AD - LEGAL SERVICES	08/31/2026	1936
7388	SUNSET AIR INC	149986	FA - PVC SUPPLIES FOR AIR HAY	08/31/2026	184.82
7389	ULINE	211614613	CL - BLK DVD CASE, BLK 4 DVD	08/31/2026	512.28
7390	VERIZON WIRELESS	6150591001	IT - PHONE CHARGES	08/31/2026	545.93
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007497	Union Dues	09/10/2026	4170.62
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007498	UNION DUES	09/10/2026	11.35
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007499	Union Dues2	09/10/2026	604.88
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007528	Union Dues	09/10/2026	4146.65
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007529	UNION DUES	09/10/2026	11.35
7391	WSCCCE, AFSCME, AFL-CIO - BE	INV0007530	Union Dues2	09/10/2026	619.92
7392	A2Z CLEANING PROFESSIONALS	1740	MO - JANITORIAL SERVICE FOR	09/15/2026	1982
7392	A2Z CLEANING PROFESSIONALS	1741	AM - JANITORIAL SERVICE FOR	09/15/2026	782
7393	AMAZON BUSINESS	11L9-99DW-4R7F	LA - CAPRI SUN, CAP FLASHLIGHT	09/15/2026	17.49
7393	AMAZON BUSINESS	11YF-QDDR-14JN	CE - SAND TOOLS, STRING, STIC	09/15/2026	13.81
7393	AMAZON BUSINESS	13MM-LWW6-4QKF	TU - WIRELESS LIGHT SWITCH,	09/15/2026	153.52
7393	AMAZON BUSINESS	13MM-LWW6-677K	OK - CLOROX WIPES	09/15/2026	31.96
7393	AMAZON BUSINESS	14K9-6KKM-3911	NA - FOAM BLOCKS, DISHWASH	09/15/2026	176.84
7393	AMAZON BUSINESS	16QD-GNXX-19TL	OL/WO - BINDER CLIPS, PENS,	09/15/2026	100.7
7393	AMAZON BUSINESS	16QD-GNXX-19TL	OL/WO - BINDER CLIPS, PENS,	09/15/2026	85.95
7393	AMAZON BUSINESS	16QD-GNXX-347W	AL - BINDER RINGS	09/15/2026	7.29
7393	AMAZON BUSINESS	17WT-NTV6-1XLD	HR - BADGE REELS, LANYARDS,	09/15/2026	306.67
7393	AMAZON BUSINESS	1C36-74C9-1XHP	TE - SPONGES	09/15/2026	10.83
7393	AMAZON BUSINESS	1GMK-XVVP-43R4	NM - LAMINATING SHEETS, PRI	09/15/2026	153.65
7393	AMAZON BUSINESS	1GQ9-MHXF-33W9	FA - DOOR LOCK, ENVELOPES,	09/15/2026	134.63
7393	AMAZON BUSINESS	1HV1-3VMR-3NQV	AL/HO - ACRYLIC SIGN HOLDER	09/15/2026	47.74
7393	AMAZON BUSINESS	1HV1-3VMR-3NQV	AL/HO - ACRYLIC SIGN HOLDER	09/15/2026	226.44
7393	AMAZON BUSINESS	1JFK-RJ69-6DXK	AL - STICKERS, MAGNETS, PAPE	09/15/2026	69.44
7393	AMAZON BUSINESS	1L4X-YCMF-4KDG	SH - INDEX CARD, ROTARY CUT	09/15/2026	116.36
7393	AMAZON BUSINESS	1LMD-73RM-4436	MC - BOTTLE STICKERS, WIRELE	09/15/2026	33.31
7393	AMAZON BUSINESS	1MQY-GQ3P-3K36	CH - SPONGE, COIN ENVELOPE	09/15/2026	23.03

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7393	AMAZON BUSINESS	1N7J-6HRX-1PT7	HR - BADGE REELS	09/15/2026	-125.1
7393	AMAZON BUSINESS	1QDV-DTQF-3WPG	FA - LED STRIP LIGHTS	09/15/2026	-13.55
7393	AMAZON BUSINESS	1WKT-4CLV-139J	HR - BADGE HOLDER	09/15/2026	261.9
7393	AMAZON BUSINESS	1X1Q-414T-1WGN	AL - BOOKS	09/15/2026	99.92

7394	BATTERIES PLUS	P93719056 EFT	FA-WO - BATTERY	09/15/2026	28.59
7394	BATTERIES PLUS	P94500103	FA-NM - BATTERY	09/15/2026	109.27
7395	BAYSIDE SERVICE	16359	NM - PEST SERVICE AUG	09/15/2026	92.31
7396	CAPITAL BUSINESS MACHINES	INV347194	IT - Sep 26 COPIER CONTRACT	09/15/2026	120.63
7396	CAPITAL BUSINESS MACHINES	INV347195	OL - Sep 26 COPIER CONTRACT	09/15/2026	286.11
7396	CAPITAL BUSINESS MACHINES	INV347196	IT - Sep 26 COPIER CONTRACT	09/15/2026	127.34
7396	CAPITAL BUSINESS MACHINES	INV347197	IT - Sep 26 COPIER CONTRACT	09/15/2026	11.86
7396	CAPITAL BUSINESS MACHINES	INV347198	IT - Sep 26 COPIER CONTRACT	09/15/2026	129
7396	CAPITAL BUSINESS MACHINES	INV347199	MO - Sep 26 COPIER CONTRACT	09/15/2026	197.66
7396	CAPITAL BUSINESS MACHINES	INV347200	TE - Sep 26 COPIER CONTRACT	09/15/2026	149.28
7396	CAPITAL BUSINESS MACHINES	INV347201	WE - Sep 26 COPIER CONTRACT	09/15/2026	121.04
7396	CAPITAL BUSINESS MACHINES	INV347202	OK - Sep 26 COPIER CONTRACT	09/15/2026	51.15
7396	CAPITAL BUSINESS MACHINES	INV347203	NM - Sep 26 COPIER CONTRACT	09/15/2026	173.53
7396	CAPITAL BUSINESS MACHINES	INV347204	NM - Sep 26 COPIER CONTRACT	09/15/2026	155.19
7396	CAPITAL BUSINESS MACHINES	INV347205	AM - Sep 26 COPIER CONTRACT	09/15/2026	40.5
7396	CAPITAL BUSINESS MACHINES	INV347206	OL - Sep 26 COPIER CONTRACT	09/15/2026	529.28
7396	CAPITAL BUSINESS MACHINES	INV347207	OL - Sep 26 COPIER CONTRACT	09/15/2026	488.83
7396	CAPITAL BUSINESS MACHINES	INV347208	OL - Sep 26 COPIER CONTRACT	09/15/2026	606.06
7396	CAPITAL BUSINESS MACHINES	INV347209	SH - Sep 26 COPIER CONTRACT	09/15/2026	305.81
7396	CAPITAL BUSINESS MACHINES	INV347210	SH - Sep 26 COPIER CONTRACT	09/15/2026	407.61
7396	CAPITAL BUSINESS MACHINES	INV347211	SH - Sep 26 COPIER CONTRACT	09/15/2026	135.89
7396	CAPITAL BUSINESS MACHINES	INV347212	YE - Sep 26 COPIER CONTRACT	09/15/2026	388.17
7396	CAPITAL BUSINESS MACHINES	INV347213	YE - Sep 26 COPIER CONTRACT	09/15/2026	294.19
7396	CAPITAL BUSINESS MACHINES	INV347214	EL - Sep 26 COPIER CONTRACT	09/15/2026	303.22
7396	CAPITAL BUSINESS MACHINES	INV347215	NA - Sep 26 COPIER CONTRACT	09/15/2026	87.6
7396	CAPITAL BUSINESS MACHINES	INV347216	LA - Sep 26 COPIER CONTRACT	09/15/2026	373.4
7396	CAPITAL BUSINESS MACHINES	INV347217	LA - Sep 26 COPIER CONTRACT	09/15/2026	605.01
7396	CAPITAL BUSINESS MACHINES	INV347218	LA - Sep 26 COPIER CONTRACT	09/15/2026	522.4
7396	CAPITAL BUSINESS MACHINES	INV347219	LA - Sep 26 COPIER CONTRACT	09/15/2026	409.93
7396	CAPITAL BUSINESS MACHINES	INV347220	PA - Sep 26 COPIER CONTRACT	09/15/2026	107.65
7396	CAPITAL BUSINESS MACHINES	INV347221	MC - Sep 26 COPIER CONTRACT	09/15/2026	110
7396	CAPITAL BUSINESS MACHINES	INV347222	MV - Sep 26 COPIER CONTRACT	09/15/2026	130.08
7396	CAPITAL BUSINESS MACHINES	INV347223	HO - Sep 26 COPIER CONTRACT	09/15/2026	163.79
7396	CAPITAL BUSINESS MACHINES	INV347224	HO - Sep 26 COPIER CONTRACT	09/15/2026	195.11
7396	CAPITAL BUSINESS MACHINES	INV347225	AB - Sep 26 COPIER CONTRACT	09/15/2026	196.04
7396	CAPITAL BUSINESS MACHINES	INV347226	AB - Sep 26 COPIER CONTRACT	09/15/2026	263.76
7396	CAPITAL BUSINESS MACHINES	INV347227	IL - Sep 26 COPIER CONTRACT	09/15/2026	155.39
7396	CAPITAL BUSINESS MACHINES	INV347228	OP - Sep 26 COPIER CONTRACT	09/15/2026	300.84
7396	CAPITAL BUSINESS MACHINES	INV347229	CE - Sep 26 COPIER CONTRACT	09/15/2026	266.32
7396	CAPITAL BUSINESS MACHINES	INV347230	CE - Sep 26 COPIER CONTRACT	09/15/2026	328.38
7396	CAPITAL BUSINESS MACHINES	INV347231	CH - Sep 26 COPIER CONTRACT	09/15/2026	341.15
7396	CAPITAL BUSINESS MACHINES	INV347232	CH - Sep 26 COPIER CONTRACT	09/15/2026	317.66
7396	CAPITAL BUSINESS MACHINES	INV347233	WI - Sep 26 COPIER CONTRACT	09/15/2026	169.62
7396	CAPITAL BUSINESS MACHINES	INV347234	HP - Sep 26 COPIER CONTRACT	09/15/2026	120.98
7396	CAPITAL BUSINESS MACHINES	INV347235	RA - Sep 26 COPIER CONTRACT	09/15/2026	316.33
7396	CAPITAL BUSINESS MACHINES	INV347236	TU - Sep 26 COPIER CONTRACT	09/15/2026	437.7
7396	CAPITAL BUSINESS MACHINES	INV347237	TU - Sep 26 COPIER CONTRACT	09/15/2026	689.01
7396	CAPITAL BUSINESS MACHINES	INV347238	TU - Sep 26 COPIER CONTRACT	09/15/2026	244.97
7396	CAPITAL BUSINESS MACHINES	INV347239	SA - Sep 26 COPIER CONTRACT	09/15/2026	175.07
7396	CAPITAL BUSINESS MACHINES	INV347240	WO - Sep 26 COPIER CONTRACT	09/15/2026	190.89
7396	CAPITAL BUSINESS MACHINES	INV347241	WO - Sep 26 COPIER CONTRACT	09/15/2026	232.14
7396	CAPITAL BUSINESS MACHINES	INV347242	HA - Sep 26 COPIER CONTRACT	09/15/2026	179.71
7396	CAPITAL BUSINESS MACHINES	INV347243	HA - Sep 26 COPIER CONTRACT	09/15/2026	350.48
7398	COTY, SAMANTHA	SEPT 26 RFC \$87.29	EL/MC - JUL - AUG 2026 MILEAGE	09/15/2026	61.19
7398	COTY, SAMANTHA	SEPT 26 RFC \$87.29	EL/MC - JUL - AUG 2026 MILEAGE	09/15/2026	26.1
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	124.64

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7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	124.63
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	124.63
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	123.6
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	123.6
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	123.6
7399	DE LAGE LANDEN FINANCIAL SE	598575842	COPIER RENT SEP 2026	09/15/2026	123.6

7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	124.64	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	123.83	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	123.83	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	123.83	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	123.83	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	125.44	
7399	DE LAGE LANDEN FINANCIAL SE598575842	COPIER RENT SEP 2026	09/15/2026	125.89	
7399	DE LAGE LANDEN FINANCIAL SE598575955	TU - SEPT 2026 COPIER RENTAL	09/15/2026	139.6	
7399	DE LAGE LANDEN FINANCIAL SE598576083	WO - SEPT 2026 COPIER RENTAL	09/15/2026	160.97	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	269.7	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.76	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.63	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.63	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	268.04	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.27	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.27	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.27	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.27	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.64	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.64	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	407.22	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	407.97	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	134.02	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	407.25	
7399	DE LAGE LANDEN FINANCIAL SE598576136	COPIER RENT SEPTEMBER 2026	09/15/2026	135.5	
7399	DE LAGE LANDEN FINANCIAL SE598576434	IT - SEPT 2026 COPIER RENTAL	09/15/2026	149.34	
7399	DE LAGE LANDEN FINANCIAL SE598576468	IT - SEPT 2026 COPIER RENTAL	09/15/2026	796.62	
7400	ERADIPEST, LLC	023028880	OP - PEST SERVICE	09/15/2026	86.56
7401	FATBEAM, LLC	74568	IT - 5G INTERNET (DIA) TO HUB	09/15/2026	249.5
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	244.2
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	190.02
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	273.22
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	189.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	206.47
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	206.47
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	188.67
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	206.47
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	188.67
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	184.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	184.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	205.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	197.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	245.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	197.92
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	203.62
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	203.62
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	206.47
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	183.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	219.43
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	221.42
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	201.72

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7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	219.43
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	213.12
7401	FATBEAM, LLC	74757	SEP 2026 MONTHLY WAN SERV	09/15/2026	216.92
7402	FIRST BOOK	7002352867	PS - BOOKS	09/15/2026	484.48
7403	GCSIT SOLUTIONS	43278	IT - DELL EMC APPSYNC FOR PC	09/15/2026	7403.82
7404	JANI-KING OF SEATTLE	SEA09260110	YE - SEP 2026 JANITORIAL SERV	09/15/2026	1391.25
7405	JENI GRAY JANITORIAL	LIB-08-2026	HP - AUG 2026 CLEANING SERV	09/15/2026	750
7406	KCDA PURCHASING COOPERAT	300916563	HP - PAPER ORDER, PENCIL BO	09/15/2026	53.75

7406	KCDA PURCHASING COOPERAT 300916594	MV/PA - PAPER ORDER	09/15/2026	96.48
7406	KCDA PURCHASING COOPERAT 300916594	MV/PA - PAPER ORDER	09/15/2026	96.48
7406	KCDA PURCHASING COOPERAT 300917525	HA - PAPER ORDER, PAPER CLIF	09/15/2026	98.18
7406	KCDA PURCHASING COOPERAT 300917883	WE - PAPER ORDER, TONGS	09/15/2026	138.42
7406	KCDA PURCHASING COOPERAT 300918112	TU - PAPER ORDER	09/15/2026	352.14
7406	KCDA PURCHASING COOPERAT 300918458	WO - PAPER ORDER, FACIAL TIS	09/15/2026	320.39
7406	KCDA PURCHASING COOPERAT 300918502	OK - PAPER ORDER	09/15/2026	53.48
7406	KCDA PURCHASING COOPERAT 300918850	OL - PAPER ORDER	09/15/2026	552.7
7406	KCDA PURCHASING COOPERAT 300919378	SH - PAPER ORDER, GLOVES LG	09/15/2026	204.51
7406	KCDA PURCHASING COOPERAT 300919523	WI - PAPER ORDER	09/15/2026	144.72
7406	KCDA PURCHASING COOPERAT 300919897	EL - PAPER ORDER	09/15/2026	100.02
7406	KCDA PURCHASING COOPERAT 300919898	MO - PAPER ORDER	09/15/2026	99.96
7406	KCDA PURCHASING COOPERAT 300920397	AB - PAPER ORDER	09/15/2026	200.16
7406	KCDA PURCHASING COOPERAT 300921425	LA - PAPER ORDER, MARKERS	09/15/2026	404.48
7407	LORI ROWELL'S CLEANING 911017	MV - AUG 2026 CLEANING SERV	09/15/2026	1056.44
7407	LORI ROWELL'S CLEANING 911018	PA - AUG 2026 CLEANING SERV	09/15/2026	679.14
7408	LOTZ, SEAN SEPT 26 RFC \$66.99	HP - JULY/AUG 2026 MILEAGE	09/15/2026	66.99
7409	MENDEZ CLEANING SERVICE SEP 26 NASELLE TRL	NA - AUG 2026 CLEANING SERV	09/15/2026	840
7409	MENDEZ CLEANING SERVICE SEP 26 OP TRL	OP - AUG 2026 CLEANING SERV	09/15/2026	910
7410	MULLINAX FORD OF OLYMPIA INV886862	FL - #45 OIL CHANGE AND TIRE	09/15/2026	348.86
7410	MULLINAX FORD OF OLYMPIA INV890845	FL - #50 OIL CHANGE AND TIRE	09/15/2026	237.39
7410	MULLINAX FORD OF OLYMPIA INV890857	FL - #42 OIL CHANGE AND TIRE	09/15/2026	225.64
7410	MULLINAX FORD OF OLYMPIA INV890972	FL - #31 OIL CHANGE AND TIRE	09/15/2026	208.48
7410	MULLINAX FORD OF OLYMPIA INV890984	FL - #46 OIL CHANGE AND TIRE	09/15/2026	145.97
7411	NASELLE WATER COMPANY P002 SEP 2026	NA - AUG 2026 WATER CHARGI	09/15/2026	50.36
7412	NOVUS WINDSHIELD REPAIR 81399	FL - WINDSHIELD REPAIR	09/15/2026	1219.07
7413	OCLC SAN FRANCISCO 1000519553	CL - IFM DEBITS 8/1-8/31/2026	09/15/2026	40.78
7413	OCLC SAN FRANCISCO 1000521093	CL - FIRSTSEARCH SERVICE DAT	09/15/2026	2344.25
7414	ORANGE TREE EMPLOYMENT S 427656	HR - BACKGROUND CHECK	09/15/2026	51.3
7415	POSTAGE BY PHONE 11928884 SEP 26	FI - POSTAGE METER REFILL	09/15/2026	3000
7416	PUD #3 MASON 147783001 SEP 26	NM - AUG 2026 ENERGY CHAR	09/15/2026	811.45
7417	S & J JANITORIAL SERVICE LLC 0478 SEP 26	SA - AUG 2026 JANITORIAL SEF	09/15/2026	850
7418	STEWART, DIANN SEPT 26 RFC \$44.66	EL/RA - JULY 2026 MILEAGE	09/15/2026	22.33
7418	STEWART, DIANN SEPT 26 RFC \$44.66	EL/RA - JULY 2026 MILEAGE	09/15/2026	22.33
7418	STEWART, DIANN SEPT 26 RFC \$78.16	EL/RA - AUG 2026 MILEAGE	09/15/2026	55.83
7418	STEWART, DIANN SEPT 26 RFC \$78.16	EL/RA - AUG 2026 MILEAGE	09/15/2026	22.33
7419	SUNSET AIR INC 150716A	FA/OP - WIRELESS INDOOR SEN	09/15/2026	108.2
7419	SUNSET AIR INC 454749	FA - 2ND VISIT OF 4 COMMERC	09/15/2026	4375.53
7419	SUNSET AIR INC 454750	AM - 2ND VISIT OF 2 COMMERC	09/15/2026	980.1
7419	SUNSET AIR INC 454751	NM - 2ND VISIT OF 4 COMMERC	09/15/2026	2709.57
7419	SUNSET AIR INC 454752	OP - 2ND VISIT OF 2 COMMERC	09/15/2026	559.94
7419	SUNSET AIR INC 454753	MV - 2ND VISIT OF 3 COMMERC	09/15/2026	783
7420	TUCKER, LINDSAY R SEPT 26 RFC \$30.02	WE - AUG 2026 MILEAGE	09/15/2026	30.02
79106471	BAZEMORE, SANDI LYNN AUG 26 REFUNDS	AUGUST 2026 REFUNDS	08/31/2026	25
79106472	CASCADE NATURAL GAS 04502100003 AUG 26	NM - GAS CHARGES	08/31/2026	101.43
79106473	CENTURYLINK 6081 511886081	CE/SH - AUG 2026 PHONE CHAI	08/31/2026	219.98
79106473	CENTURYLINK 6081 511886081	CE/SH - AUG 2026 PHONE CHAI	08/31/2026	95.28
79106474	CIAW INV-03538	FI - DEDUCTIBLE - TRL - 7-26-23	08/31/2026	1000
79106475	GRAYS HARBOR PUD 1335200000 AUG 26	MO - JULY 2026 ENERGY CHAR	08/31/2026	188.91
79106475	GRAYS HARBOR PUD 4549200000 AUG 26	MO - JULY 2026 ENERGY CHAR	08/31/2026	182.6
79106476	HOME DEPOT 1022539	FA/NA - SUPPLIES	08/31/2026	64.87
79106476	HOME DEPOT 1520502	FA - MAINTENANCE SUPPLIES	08/31/2026	251.07

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79106476	HOME DEPOT	3021597	FA - LOCTITE	08/31/2026	64.96
79106476	HOME DEPOT	3073660	FA - VALVE RESPIRATOR	08/31/2026	54.87
79106476	HOME DEPOT	512645	FA/NA - SUPPLIES	08/31/2026	248.6
79106476	HOME DEPOT	612204	FA/HA - BLAND WALLPLT	08/31/2026	5.36
79106476	HOME DEPOT	7911306	FA/NA - SUPER GLUE, SUPPLIES	08/31/2026	38.91
79106476	HOME DEPOT	8042190	FA/MV - BARREL BOLT	08/31/2026	8.42
79106476	HOME DEPOT	9623754	FA - EPOXY, BATTERY STORAGE	08/31/2026	70.14
79106477	LES SCHWAB	31000906577	FL - FLAT REPAIR - TRAILER	08/31/2026	23.05
79106478	NORTH BEACH WATER	1313 AUG 2026	OP - AUG 2026 WATER CHARG	08/31/2026	65.81
79106479	PACKWOOD ACE HARDWARE	7268/4	FA/PA - BATTERY, BULB, SCKT	08/31/2026	63.67

79106480	PLATT ELECTRIC	7041122	FA/AM - ELECTRICAL SUPPLIES 08/31/2026	59.65
79106480	PLATT ELECTRIC	7044028	FA/AM - ELECTRICAL SUPPLIES 08/31/2026	132.59
79106480	PLATT ELECTRIC	7P53436	FA/SA - ELECTRICAL SUPPLIES 08/31/2026	254.37
79106481	PORT OF OLYMPIA	065568	FA - SEPT 26 RENT 08/31/2026	7459.47
79106482	PUD #2 PACIFIC CO BOX 472	40223 NA AUG 2026	NA - ENERGY CHARGES 08/31/2026	156.41
79106483	PUD#1 LEWIS CO 321NW PACIF	101231001 AUG 26	PA - JULY 2026 ENERGY CHARG 08/31/2026	40.13
79106483	PUD#1 LEWIS CO 321NW PACIF	101231002 AUG 26	PA - JULY 2026 ENERGY CHARG 08/31/2026	182.6
79106483	PUD#1 LEWIS CO 321NW PACIF	113908002 AUG 2026	MV - JULY 2026 ENERGY CHARG 08/31/2026	270.24
79106484	PUGET SOUND ENERGY	200010619969 AUG 26	FA - JULY 2026 ENERGY CHARG 08/31/2026	3783.72
79106484	PUGET SOUND ENERGY	200023021203 AUG 26	FA - JULY 2026 ENERGY CHARG 08/31/2026	141.84
79106485	SEASIDE PUBLIC LIBRARY	ILL 236521086	CL - ILL LOST OR DAMAGED MA 08/31/2026	29.95
79106486	SHERWIN WILLIAMS	72704124790826	FA/NA - PAINT 08/31/2026	115.39
79106486	SHERWIN WILLIAMS	78016124790826	FA/WE - PAINT 08/31/2026	36.41
79106486	SHERWIN WILLIAMS	92208136900826	FA/CE - PAINT 08/31/2026	33.11
79106487	STEVENS, SYDNEY	701	BOOKS & MATERIALS 08/31/2026	130
79106488	TACOMA PUBLIC LIBRARY	ILL 237033934	CL - ILL LOST OR DAMAGED MA 08/31/2026	16
79106489	TC SOLID WASTE	7960707	FA - DUMP CHARGES 08/31/2026	27
79106490	THE WAVE CAR WASH, INC	P0903	FL - FLEET SHEET WASHES 08/31/2026	76.86
79106491	TYCO INTEGRATED SECURITY	42699399	HP - QUARTERLY BILLING 9/1 - 08/31/2026	619.23
79106492	UPS	00009313E2346	FI - SHIPPING CHARGES 08/31/2026	26.59
79106493	WAXIE SANITARY SUPPLY	84063841	FA - JANITORIAL SUPPLIES 08/31/2026	743.18
79106494	KEY2PURCHASE	0199.09.26.001	FL #25 REAR BRAKE REPLACEM 09/10/2026	578.88
79106494	KEY2PURCHASE	0199.09.26.003	EL MONTHLY XBOX SUBSCRIPTI 09/10/2026	25.25
79106494	KEY2PURCHASE	1127.09.26.001	ALSC CONF-A. HARDY 09/10/2026	890.2
79106494	KEY2PURCHASE	2333.09.26.001	TEEN AREA 09/10/2026	25.25
79106494	KEY2PURCHASE	3214.09.26.001	IT-AMAZON WEB SERVICES 09/10/2026	28.13
79106494	KEY2PURCHASE	3214.09.26.002	IT-DOMAIN REG TRL.ORG 09/10/2026	28.95
79106494	KEY2PURCHASE	3214.09.26.003	IT-TRL WILDCARD CERTIFICATE 09/10/2026	1278.07
79106494	KEY2PURCHASE	3214.09.26.004	IT-EGOLDFAX SERVICE 09/10/2026	320.08
79106494	KEY2PURCHASE	4430.09.26.001	01 BOOKS 09/10/2026	45.17
79106494	KEY2PURCHASE	4430.09.26.002	02 BOOKS 09/10/2026	240.98
79106494	KEY2PURCHASE	4430.09.26.003	03 BOOKS 09/10/2026	21.54
79106494	KEY2PURCHASE	4430.09.26.004	04 DVDS 09/10/2026	82.45
79106494	KEY2PURCHASE	4630.09.26.002	USPS PO BOX RENEWAL 09/10/2026	132
79106494	KEY2PURCHASE	4630.09.26.005	VEHICLE #2 OIL CHANGE 09/10/2026	80.29
79106494	KEY2PURCHASE	4630.09.26.006	VEHICLE #32 OIL CHANGE 09/10/2026	109.58
79106494	KEY2PURCHASE	4630.09.26.008	BATTERY RECYCLING 09/10/2026	87.12
79106494	KEY2PURCHASE	5332.09.26.001	ISTOCK MONTHLY SUBSCRIPTIC 09/10/2026	99
79106494	KEY2PURCHASE	5332.09.26.002	CENTRALIA SIGN TEMPLATE 09/10/2026	65.67
79106494	KEY2PURCHASE	5332.09.26.003	LAUFY LIBRARY CARDS 09/10/2026	1120.91
79106494	KEY2PURCHASE	5332.09.26.004	LEVY LID LIFT POSTERS 09/10/2026	1340.55
79106494	KEY2PURCHASE	5332.09.26.005	AUGUST LIBRARY CARDS 09/10/2026	250.49
79106494	KEY2PURCHASE	6665.09.26.001	FLAT CLEAR MARBLES FOR CRA 09/10/2026	64.82
79106494	KEY2PURCHASE	6885.09.26.001	ADD'L WATER TESTING REQ'D E 09/10/2026	266.95
79106494	KEY2PURCHASE	7039.09.26.001	CAR WASH FOR AL-HO #41 09/10/2026	16.36
79106494	KEY2PURCHASE	8055.09.26.003	XBOX 09/10/2026	16.21
79106494	KEY2PURCHASE	8215.09.26.001	SPARE KEYS FOR THE HA BOOK 09/10/2026	43
79106494	KEY2PURCHASE	8401.09.26.001	SUPPLIES 09/10/2026	9.82
79106494	KEY2PURCHASE	8401.09.26.002	P/S FLUID 09/10/2026	14.26
79106494	KEY2PURCHASE	8401.09.26.003	SUPPLIES 09/10/2026	140.91

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79106494	KEY2PURCHASE	8401.09.26.004	LOCK, DRIVE SHAFT, AIR FILTER 09/10/2026	09/10/2026	136.34
79106494	KEY2PURCHASE	8401.09.26.005	DOOR INSPECTION 09/10/2026	09/10/2026	766.98
79106494	KEY2PURCHASE	8401.09.26.006	CAR WASH SUPPLIES 09/10/2026	09/10/2026	10.97
79106494	KEY2PURCHASE	8401.09.26.007	2 EA 150' CABLE 09/10/2026	09/10/2026	114.17
79106494	KEY2PURCHASE	8401.09.26.008	1 EA 150' CABLE 09/10/2026	09/10/2026	-57.09
79106497	AFLAC - BENDED	INV0007494	AFLAC PreTax 09/10/2026	09/10/2026	32.43
79106497	AFLAC - BENDED	INV0007495	AFLAC After Tax 09/10/2026	09/10/2026	23.2
79106497	AFLAC - BENDED	INV0007524	AFLAC PreTax 09/10/2026	09/10/2026	32.44
79106497	AFLAC - BENDED	INV0007525	AFLAC After Tax 09/10/2026	09/10/2026	23.21
79106498	AMERICAN FIDELITY INSURANC	INV0007484	AF Insurance 09/10/2026	09/10/2026	44.15
79106498	AMERICAN FIDELITY INSURANC	INV0007511	AF Insurance 09/10/2026	09/10/2026	44.16
79106499	AWC EMPLOYEE BENEFIT TRUS	CM0000170	AWC ADJUSTMENT 09/2026 - S 09/10/2026	09/10/2026	-1127.33

79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - J 09/10/2026	-1131.62
79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - S 09/10/2026	0.93
79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - F 09/10/2026	-2.96
79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - F 09/10/2026	-3.04
79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - E 09/10/2026	-4.12
79106499	AWC EMPLOYEE BENEFIT TRUS' CM0000170	AWC ADJUSTMENT 09/2026 - C 09/10/2026	3.05
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007485	AWC Voluntary Term 09/10/2026	406.6
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007492	Kaiser EE PreTax 09/10/2026	2270.69
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007496	RGC EE PreTax 09/10/2026	6926.55
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007500	Vision PreTax 09/10/2026	128.52
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007502	WashingtonDental PreTax 09/10/2026	969.66
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007503	Willamette Dental PreTax 09/10/2026	317.16
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007504	Willamette Dental PostTax 09/10/2026	32.32
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007512	AWC Voluntary Term 09/10/2026	406.6
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007519	Kaiser EE PreTax 09/10/2026	2270.69
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007520	Kaiser ER Paid 09/10/2026	50146.56
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007521	LIFE INSURANCE ER 09/10/2026	736.88
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007522	Long Term Disability ER 09/10/2026	3799.42
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007526	RGC EE PreTax 09/10/2026	6926.55
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007527	Regence Employer 09/10/2026	102611.91
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007531	Vision PreTax 09/10/2026	128.52
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007532	Vision Ins Employer 09/10/2026	1774.44
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007534	WashingtonDental PreTax 09/10/2026	969.66
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007535	WashingtonDental Employer 09/10/2026	8474.56
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007536	Willamette Dental PreTax 09/10/2026	317.16
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007537	Willamette Dental PostTax 09/10/2026	32.32
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007538	Willamette Dental Employer 09/10/2026	3330
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007545	AWC ADJUSTMENT 09/2026 - E 09/10/2026	1633.82
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007545	AWC ADJUSTMENT 09/2026 - F 09/10/2026	1137.88
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007545	AWC ADJUSTMENT 09/2026 - C 09/10/2026	18.44
79106499	AWC EMPLOYEE BENEFIT TRUS' INV0007545	AWC ADJUSTMENT 09/2026 - R 09/10/2026	-0.15
79106500	GREAT WEST LIFE - BENDED INV0007487	GreatWest DC 09/10/2026	392.5
79106500	GREAT WEST LIFE - BENDED INV0007514	GreatWest DC 09/10/2026	392.5
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007489	Flex Spending 09/10/2026	116.67
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007490	HSA EE 09/10/2026	944.98
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007491	HSA ER 09/10/2026	7579
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007516	Flex Spending 09/10/2026	116.67
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007517	HSA EE 09/10/2026	944.98
79106501	NAVIA BENEFIT SOLUTIONS - B INV0007518	HSA ER 09/10/2026	7491
79106502	AL'S POWERHOUSE LLC B 005038	FA - ANNUAL SERVICE 09/15/2026	1064.09
79106502	AL'S POWERHOUSE LLC B 005208	FA - GENERATOR SERVICE 09/15/2026	307.16
79106503	BELFAIR WATER DISTRICT #1 0479 SEP 26	NM - AUG 2026 WATER CHARG 09/15/2026	132.36
79106504	CAPITAL MALL LP AND CAPITAL WO RENT	WO - OCT 2026 RENT 09/15/2026	2060
79106505	CENTURYLINK 4300 300547710 SEPT 26	SB - AUG 2026 PHONE CHARGE 09/15/2026	91.59
79106506	CENTURYLINK 91155 333077508 SEPT 26	NM - SEPT 2026 PHONE CHARG 09/15/2026	176.07
79106506	CENTURYLINK 91155 333470286 SEPT 26	HP - AUG 2026 PHONE CHARGE 09/15/2026	42.82
79106508	CITY OF TUMWATER 00092429+001 SEP 26	FA - AUG 2026 WATER CHARGE 09/15/2026	634.92
79106509	CITY SANITARY 21551101	SA - AUG 2026 GARBAGE CHAR 09/15/2026	41.46

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79106509	CITY SANITARY	21553006	SA - AUG 2026 GARBAGE CHAR 09/15/2026		42.65
79106510	COMCAST BUSINESS	282172818	HA - AUG 2026 INTERNET CHAF 09/15/2026		137.29
79106511	DAVIS COUNTY LIBRARY	132974	CL - ILL 235296325 LOST OR DA 09/15/2026		49.95
79106513	GRAYS HARBOR PUD	1335200000 SEP 26	MO - AUG 2026 ENERGY CHAR 09/15/2026		174.88
79106513	GRAYS HARBOR PUD	2675200000 SEP 26	AM - AUG 2026 ENERGY CHAR 09/15/2026		159.01
79106513	GRAYS HARBOR PUD	4549200000 SEP 26	MO - AUG 2026 ENERGY CHAR 09/15/2026		156.4
79106514	HALL, VALIREE JANE	SEPT 2026 RECOVERIES	SEPT 2026 RECOVERIES 09/15/2026		14.99
79106515	HARBOR DISPOSAL CO	21653899	MO - AUG 2026 GARBAGE CHA 09/15/2026		146.73
79106515	HARBOR DISPOSAL CO	21653945	MO - AUG 2026 GARBAGE CHA 09/15/2026		38.98
79106515	HARBOR DISPOSAL CO	21653976	AM - AUG 2026 GARBAGE CHAI 09/15/2026		31.19
79106515	HARBOR DISPOSAL CO	21654283	AM - AUG 2026 GARBAGE CHAI 09/15/2026		31.79
79106516	JOHNSON & SONS EXCAVATING 10630		FA - DISC ON INTEREST ACCUM 09/15/2026		-1741.53
79106516	JOHNSON & SONS EXCAVATING 51860		FA - EXCAVATING WORK 09/15/2026		12115.76
79106517	KETER ENVIRONMENTAL SERV 9797367		WO - OCT 2026 GARBAGE CHAI 09/15/2026		159.07

79106520	LEWIS CO WATER DISTRICT NO SEP 26 TRL MV	MV - AUG 2026 WATER CHARG	09/15/2026	97.18
79106521	LEWIS CO WATER DISTRICT NO 601-01 SEP 26	PA - AUG 2026 WATER CHARGE	09/15/2026	52.01
79106522	MALLORY PAINT STORE T0028983	FA - PAINT	09/15/2026	9.55
79106523	MASON CO GARBAGE 9245602	NM - AUG 2026 GARBAGE CHA	09/15/2026	134.9
79106523	MASON CO GARBAGE 9245821	NM - AUG 2026 GARBAGE CHA	09/15/2026	39.01
79106523	MASON CO GARBAGE 9245822	HP - AUG 2026 GARBAGE CHAR	09/15/2026	46.19
79106524	MASON COUNTY UTILITIES 400170 SEP 26	NM - SEP 2026 SEWER CHARGE	09/15/2026	121.59
79106526	NAVIA BENEFIT SOLUTIONS - B11114003	FI - HSA PARTICIPANT FEE AUG	09/15/2026	166.86
79106526	NAVIA BENEFIT SOLUTIONS - B11114004	FI - SEC 125 MONTHLY FEE AUG	09/15/2026	100
79106527	PACIFIC CO FIRE DIST #4 SEP 26 TRL PAC CO #4	NA - ANNUAL FIRE PROTECTION	09/15/2026	250.09
79106528	PACIFIC DISPOSAL INC 21617229	FA - AUG 26 GARBAGE CHARGE	09/15/2026	745.39
79106528	PACIFIC DISPOSAL INC 21618733	FA - AUG 26 GARBAGE CHARGE	09/15/2026	29.8
79106528	PACIFIC DISPOSAL INC 21618928	FA - AUG 2026 GARBAGE CHAR	09/15/2026	1004.43
79106529	PACIFIC SOLID WASTE DISPOSAL 2418B179	FA-OP - DUMP CHARGES	09/15/2026	124.88
79106530	PENINSULA SANIT SVC NA/OP 9272543	OP - AUG 2026 GARBAGE CHAR	09/15/2026	76.01
79106530	PENINSULA SANIT SVC NA/OP 9272553	NA - AUG 2026 GARBAGE CHAF	09/15/2026	54.39
79106531	PITNEY BOWES GLOBAL FINANCIAL 1029998419	FI - ADHESIVE TAPE 3/ROLLS	09/15/2026	710.8
79106531	PITNEY BOWES GLOBAL FINANCIAL 3323144801	FI - MAILCENTER SCALE LEASE	09/15/2026	1045.75
79106532	PLATT ELECTRIC 7P89446	FL - LGD LED 35W-45W-60W	09/15/2026	161.69
79106533	POSTMASTER OK PO BOX G	OK - ANNUAL PO BOX G PAYME	09/15/2026	388
79106534	PUD #2 PACIFIC CO BOX 472 9806 SEP 26	OP - AUG 2026 ENERGY CHARG	09/15/2026	401.04
79106535	PUGET SOUND ENERGY 220028204596 SEP 26	HA - AUG 2026 ENERGY CHARG	09/15/2026	244.07
79106535	PUGET SOUND ENERGY 220028204612 SEP 26	HA - AUG 2026 ENERGY CHARG	09/15/2026	120.25
79106536	QUENCH USA, INC. INV11391415	WO/HA/OL - SEP 2026 WATER	09/15/2026	73.99
79106536	QUENCH USA, INC. INV11391415	WO/HA/OL - SEP 2026 WATER	09/15/2026	44.77
79106536	QUENCH USA, INC. INV11391415	WO/HA/OL - SEP 2026 WATER	09/15/2026	46.93
79106537	SEASIDE PUBLIC LIBRARY ILL 234399016	CL - ILL LOST OR DAMAGED MA	09/15/2026	36
79106538	SEATTLE PUBLIC LIBRARY 236689995	CL - LOST OF DAMAGED MATEF	09/15/2026	33.99
79106539	SORENSEN, RIO SEP 2026 REFUNDS	SEP 2026 REFUNDS FOR PARTI	09/15/2026	5.01
79106541	UPS 00009313E2356	FI - SHIPPING CHARGES	09/15/2026	70.32
79106541	UPS 00009313E2366	FI - SHIPPING CHARGES	09/15/2026	51.07
79106542	US BANK VOYAGER FLEET SYS 8693672352636	FL - AUG 2026 FUEL CHARGES	09/15/2026	8844.15
79106543	WAHIAKUM WEST TELEPHONE 1048 SEP 26	NA - SEP 2026 PHONE CHARGE	09/15/2026	41.08
79106543	WAHIAKUM WEST TELEPHONE 802 SEP 26	NA - SEP 2026 PHONE CHARGE	09/15/2026	41.08
79106544	WASHINGTON STATE PATROL I2700941	HR - BACKGROUND CHECKS	09/15/2026	198
79106545	WHATCOM COUNTY LIBRARY ILL#237466364	CL - ILL#237466364 LOST OR D	09/15/2026	32
79106546	WHITE PASS GARBAGE 21552050	PA - AUG 2026 GARBAGE CHAR	09/15/2026	110.71
79106546	WHITE PASS GARBAGE 21552471	MV - AUG 2026 GARBAGE CHAI	09/15/2026	45.33
79106546	WHITE PASS GARBAGE 21553516	MV - AUG 2026 GARBAGE CHAI	09/15/2026	33.9
DFT0000841	DEPARTMENT OF RETIREMENT INV0007486	DRS DC	08/25/2026	6034.27
DFT0000842	DEPARTMENT OF RETIREMENT INV0007488	DRS DC ROTH	08/25/2026	565.5
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505	PERS 1 EMPLOYEE	08/25/2026	276.64
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505	PERS 1 EMPLOYER	08/25/2026	257.28
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505	PERS 2 EMPLOYER	08/25/2026	21011.08
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505	PERS 2 EMPLOYEE	08/25/2026	20257.9
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505	PERS 3 EE OPTION F	08/25/2026	1144.32

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DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION A	08/25/2026	5120.72
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION B 35-44	08/25/2026	876.19
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION B 45 UP	08/25/2026	255.6
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION C 45 UP	08/25/2026	1026.4
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION B TO 35	08/25/2026	253.47
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION C 35-44	08/25/2026	708.42
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION E	08/25/2026	673.3
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EMPLOYER	08/25/2026	9828.61
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION D	08/25/2026	603.16
DFT0000843	DEPARTMENT OF RETIREMENT INV0007505		PERS 3 EE OPTION C TO 35	08/25/2026	368.72
DFT0000844	EFTPS INV0007510		FEDERAL WITHHOLDING	08/25/2026	53445.73
DFT0000844	EFTPS INV0007510		SOCIAL SECURITY	08/25/2026	71358.14
DFT0000844	EFTPS INV0007510		MEDICARE	08/25/2026	16688.48
DFT0000845	DEPARTMENT OF RETIREMENT INV0007513		DRS DC	09/10/2026	6034.27
DFT0000846	DEPARTMENT OF RETIREMENT INV0007515		DRS DC ROTH	09/10/2026	565.5
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539		PERS 1 EMPLOYEE	09/10/2026	276.64

DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 1 EMPLOYER	09/10/2026	257.28
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 2 EMPLOYEE	09/10/2026	20096.76
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 2 EMPLOYER	09/10/2026	20843.9
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION B TO 35	09/10/2026	253.47
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION B 35-44	09/10/2026	696
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION E	09/10/2026	673.3
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION D	09/10/2026	603.16
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION C 45 UP	09/10/2026	1135.78
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION F	09/10/2026	1144.32
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION A	09/10/2026	5217.64
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION C TO 35	09/10/2026	368.72
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION B 45 UP	09/10/2026	480.84
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EMPLOYER	09/10/2026	10008.57
DFT0000847	DEPARTMENT OF RETIREMENT INV0007539	PERS 3 EE OPTION C 35-44	09/10/2026	708.42
DFT0000848	EFTPS INV0007544	FEDERAL WITHHOLDING	09/10/2026	50989.07
DFT0000848	EFTPS INV0007544	MEDICARE	09/10/2026	16143.22
DFT0000848	EFTPS INV0007544	SOCIAL SECURITY	09/10/2026	69026.64
Fund 001 - GENERAL FUND Total:				1057888.29

Fund: 004 - GIFT FUND

7360	AMAZON BUSINESS	14H7-7M3N-31PV	MV - SCRATCH PADS, COLORIN	08/31/2026	104.27
7360	AMAZON BUSINESS	16C9-PD4V-97YY	OP - WIPES, COMP MONITOR	08/31/2026	90.63
7360	AMAZON BUSINESS	19JJ-G43T-4WNG	MO - EARBUDS, KEYCHAIN	08/31/2026	61.6
7360	AMAZON BUSINESS	1HCK-7WHF-4C4N	SH - PRINTER PAPER, BUBBLE	08/31/2026	86
7360	AMAZON BUSINESS	1TNH-VNGK-1MXJ	NM - CRAFT STICKS, GLUE	08/31/2026	145.78
7360	AMAZON BUSINESS	1Y9H-H7D3-1XMJ	OL - DOLLS, MINI ENVELOPES,	08/31/2026	680.71
7360	AMAZON BUSINESS	1YPR-6MPK-CWVG4	AB/WE - LIQUID HAND SOAP, B	08/31/2026	62.13
7361	AMAZON CREDIT	1C1D-3HXC-QJYY	BOOKS & MATERIALS	08/31/2026	142.79
7374	INGRAM LIBRARY SERVICES	97999554	BOOKS & MATERIALS	08/31/2026	5.26
7374	INGRAM LIBRARY SERVICES	98007819	BOOKS & MATERIALS	08/31/2026	11.83
7374	INGRAM LIBRARY SERVICES	98062627	BOOKS & MATERIALS	08/31/2026	404.07
7374	INGRAM LIBRARY SERVICES	98353992	BOOKS & MATERIALS	08/31/2026	17.49
7393	AMAZON BUSINESS	11L9-99DW-4R7F	LA - CAPRI SUN, CAP FLASHLI	09/15/2026	87.92
7393	AMAZON BUSINESS	11YF-QDDR-14JN	CE - SAND TOOLS, STRING, STI	09/15/2026	219.26
7393	AMAZON BUSINESS	14CH-RLTD-3YX4.	LA - PAPER CUPS, COLOR PENC	09/15/2026	317.51
7393	AMAZON BUSINESS	1GMK-XVVP-43R4	NM - LAMINATING SHEETS, PRI	09/15/2026	125.76
7393	AMAZON BUSINESS	1JFK-RJ69-4YQF	OP - SPONGE HOLDER, COLOR	09/15/2026	402.3
7393	AMAZON BUSINESS	1KY1-3NP6-376V	AB - GLUE DOTS, PAINT MARKE	09/15/2026	30.47
7393	AMAZON BUSINESS	1MQR-4VQH-6JFY	OP - CANVASES, PIPE CLEANER	09/15/2026	299.9
79106470	ARBUTUS FOLK SCHOOL	RFC 26-PS51 \$225	OL - MONOTYPE WORKSHOP	08/31/2026	225
79106487	STEVENS, SYDNEY	700	BOOKS & MATERIALS	08/31/2026	80
79106494	KEY2PURCHASE	0199.09.26.002	RA ICE CREAM FOR PROGRAM	09/10/2026	19.96
79106494	KEY2PURCHASE	1311.09.26.001	DEATH CAFE	09/10/2026	10
79106494	KEY2PURCHASE	1311.09.26.002	TEEN PROGRAMMING	09/10/2026	13.19
79106494	KEY2PURCHASE	1311.09.26.003	TEEN PROGRAMMING	09/10/2026	10.99

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79106494	KEY2PURCHASE	1311.09.26.004	TEEN PROGRAMMING	09/10/2026	4.39
79106494	KEY2PURCHASE	1311.09.26.005	TEEN PROGRAMMING	09/10/2026	2.19
79106494	KEY2PURCHASE	1311.09.26.006	TEEN PROGRAMMING	09/10/2026	1.53
79106494	KEY2PURCHASE	1311.09.26.007	TEEN PROGRAMMING	09/10/2026	3.95
79106494	KEY2PURCHASE	1311.09.26.008	TEEN PROGRAMMING	09/10/2026	7.41
79106494	KEY2PURCHASE	4630.09.26.001	PROGRAMMING - JUICE	09/10/2026	5.79
79106494	KEY2PURCHASE	4630.09.26.003	TEEN BOOK CLUB	09/10/2026	280.53
79106494	KEY2PURCHASE	4630.09.26.004	TEEN BOOK CLUB	09/10/2026	280.52
79106494	KEY2PURCHASE	4630.09.26.007	TEEN PROGRAMMING	09/10/2026	84.4
79106494	KEY2PURCHASE	4630.09.26.009	TEEN PROGRAMMING	09/10/2026	96.05
79106494	KEY2PURCHASE	4630.09.26.010	ISRS REGISTRATION	09/10/2026	60
79106494	KEY2PURCHASE	4734.09.26.001	SLP EVENT REFRESHMENTS	09/10/2026	6.99
79106494	KEY2PURCHASE	5534.09.26.001	PROGRAM SNACKS	09/10/2026	50.27
79106494	KEY2PURCHASE	5534.09.26.002	LACEY TEEN ND BOOK CLUB RE	09/10/2026	-197.89
79106494	KEY2PURCHASE	5534.09.26.003	ND BOOK CLUB BOOKS FOR LAC	09/10/2026	208.89
79106494	KEY2PURCHASE	5534.09.26.004	STUFFY SLUMBER PARTY PIZZA	09/10/2026	53.95
79106494	KEY2PURCHASE	5534.09.26.005	BOTTLED WATER FOR PROGRAI	09/10/2026	10.98
79106494	KEY2PURCHASE	5534.09.26.006	CITY OF OL ARTSWALK	09/10/2026	38

79106494	KEY2PURCHASE	6885.09.26.002	TEEN HANG PIZZA	09/10/2026	42
79106494	KEY2PURCHASE	8055.09.26.001	LIBRARY INFO KITS	09/10/2026	29.56
79106494	KEY2PURCHASE	8055.09.26.002	CRAFT CLUB	09/10/2026	20.45
79106494	KEY2PURCHASE	8055.09.26.004	LIBRARY INFO KITS	09/10/2026	21.36
79106494	KEY2PURCHASE	8215.09.26.002	SNACKS SEPT PROGRAMS	09/10/2026	94.91
79106494	KEY2PURCHASE	8215.09.26.003	BOOKS FOR ND TEEN BOOK CL	09/10/2026	108.8
79106507	CITY OF OLYMPIA	CINV-26-002959	OL - OLY ON ICE CONTRIBUTIN	09/15/2026	1200
79106512	GRAILQUEST SERVICES	RFC SEP 26-PS44 \$50	LA - ELDERHOOD ROUNDTABLE	09/15/2026	50
79106518	KITSAP PENINSULA MYCOLOGI	RFC 26-PS58 \$50	NM - FANTASTIC FUNGI PROGR	09/15/2026	50
79106519	LEW RENTS	1073126	OL - GANTRY CRANE CHAIN HO	09/15/2026	154
79106525	MOVIE LICENSING USA	INV10137773	TU - PUBLIC PERFORMANCE SIT	09/15/2026	935
79106540	TRIBBLE, MEGAN	RFC 26-PS2 \$220	NM - AFTER SCHOOL PROGRAM	09/15/2026	220
Fund 004 - GIFT FUND Total:					7578.85
Grand Total:					1065467.14

Authorization Signatures

We, the undersigned members of the Board of Trustees of Timberland Regional Library, Olympia, Washington, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is a just, due and unpaid obligation against Timberland Regional Library, that we are authorized to authenticate and certify to said claim and that EFT 7359 through 7420, Checks 79106470 through 79106546, and Drafts DFT0000841 through DFT0000848 are approved for payment in the amount of \$1,065,467.14 dated this 23rd day of September, 2026.

Andrea Heisel- Interim Executive Director

Brian Mittge- Board of Trustees, President

Executive Director Informational Report

September 2026

Celebration Month



Administration

- Completed the first 2 of 16 [Drop-in Levy Information Sessions](#) being held around the district through mid-October.
- Andrea and Trustee Harrington presented information about the levy to the Tumwater City Council. The Council passed a resolution expressing support for the levy.
- Andrea and Regional Manager Stephenie Reece were interviewed on KXRO News Radio in Aberdeen.

Creative Services

- Received and distributed limited edition [Laufey Book Club Library Cards](#) created in support of Library Card Signup Month.
- Work underway to design a levy information mailer to be distributed to all households in the district in advance of early voting.
- Large-format levy information signage distributed to libraries.

Collections

- Working with our primary vendor to mitigate potentially a potentially significant increase in processing costs.

Facilities

- Working with Public Services on modifications to play structures around the district.
- Completed work to address Service Center parking lot drainage issues.
- Finished manufacturing of the end caps for Ilwaco, will install 9/21
- Working on the structure of Facilities tickets to have the information on the ticket required to complete the request.
- Perfecting the process with Finance regarding TRL inventory tags, on items removed from libraries for surplus, dispose or sell

Finance

- Completed budget discussion meetings with all department heads.
- Budget forecasts and new dashboards are in the works.
- Annual inventory review is in progress – thank you to all the branches for your support with this activity!

Human Resources

- Mariah Holmes was welcomed as our new Finance Administrator, effective 9/1/2026.
- Anthony Rodgers was promoted to Regional Manager TU/OK, effective 9/1/2026.
- Executive Director recruitment. On 9/09/26, the Board of Trustees approved a motion to select GMP Consultants as the search firm to assist TRL with the recruitment of its next Executive Director.
- All Staff Training Day was held on 9/16/26. Thank you to all staff attendees, staff volunteers, Trustees, and presenters for your valuable contributions and making the day a success.
- PERC Training for Supervisors and Managers will be held on 9/29/26 with focus areas on strengthening our management/union relationship and the discipline process.
- 2027 Health Insurance premium rates will be received in October. Employees are encouraged to complete their annual health survey to help us maintain our WellCity status and a discount on our health insurance premiums. Annual open enrollment for interested employees will begin mid-November.

IT

- Changes made to IMMS parameters reduced the amount of transit items for shelving to 35% of transited material, down from 52%.
- Other changes in IMMS have moved ~5,000 items from the media hotel storage to the libraries.
- Participating in the Strategic Partner Program sessions with SirsiDynix to provide input on development of our ILS products.
- Annual maintenance visits for our automated material handling machines completed.
- Transferring archived Board meetings and packets to new storage location to prepare to discontinue AV CaptureAll software in 2027.
- Working with Aberdeen staff on remodel needs.

Public Services

- Extensive revisions and updates to Friends of the Library Policy in collaboration with Friends groups.
- PS and Creative Services began their first round of “Libraries are____” visits at branches in Thurston and Lewis Counties. These visits have already yielded many patron stories captured both on video and in pictures taken with our “Libraries are ____” photo stand. This campaign helps tell the story of TRL’s value and meaning at branches across our 5 counties.
- Almost all of the final Summer Library Program statistics for sign-ups and completions are ready! (Only Chehalis Library has yet to report their completions.) Here is a breakdown:

Districtwide

- 15,705 sign-ups – an increase of 1,162 over last year!
- 4,407 completions – an increase of 1,315 over last year!

Grays Harbor County

- 2,808 sign-ups
- 804 completions

Lewis County

- 2,926 sign-ups
- 633 completions (Chehalis Library has not yet reported)

Mason County

Timberland Regional Library

Serving Grays Harbor, Lewis, Mason, Pacific, and Thurston Counties

- 942 sign-ups
- 275 completions

Pacific County

- 844 sign-ups
- 162 completions

Thurston County

- 8,185 sign-ups
- 2,533 completions

August 2026 Financial Update

Board of Trustees | Monthly Report

Mariah Holmes | Finance Administrator

September 2026

Monthly focus

1. August results
2. Year to date position
3. Items under review

August at a glance

General Fund results through August 31, 2026

\$16.21M

YTD revenue

56% of annual budget

\$17.90M

YTD expenditures

59% of annual budget

\$1.93M

August spending

23.1% below June

\$4.13M

Ending fund balance

August 31, General Fund

What the month tells us

Spending continued to decline. August expenditures were \$199,000 below July and \$578,000 below June.

Revenue reflects collection timing. Property taxes drive most General Fund revenue and arrive unevenly during the year.

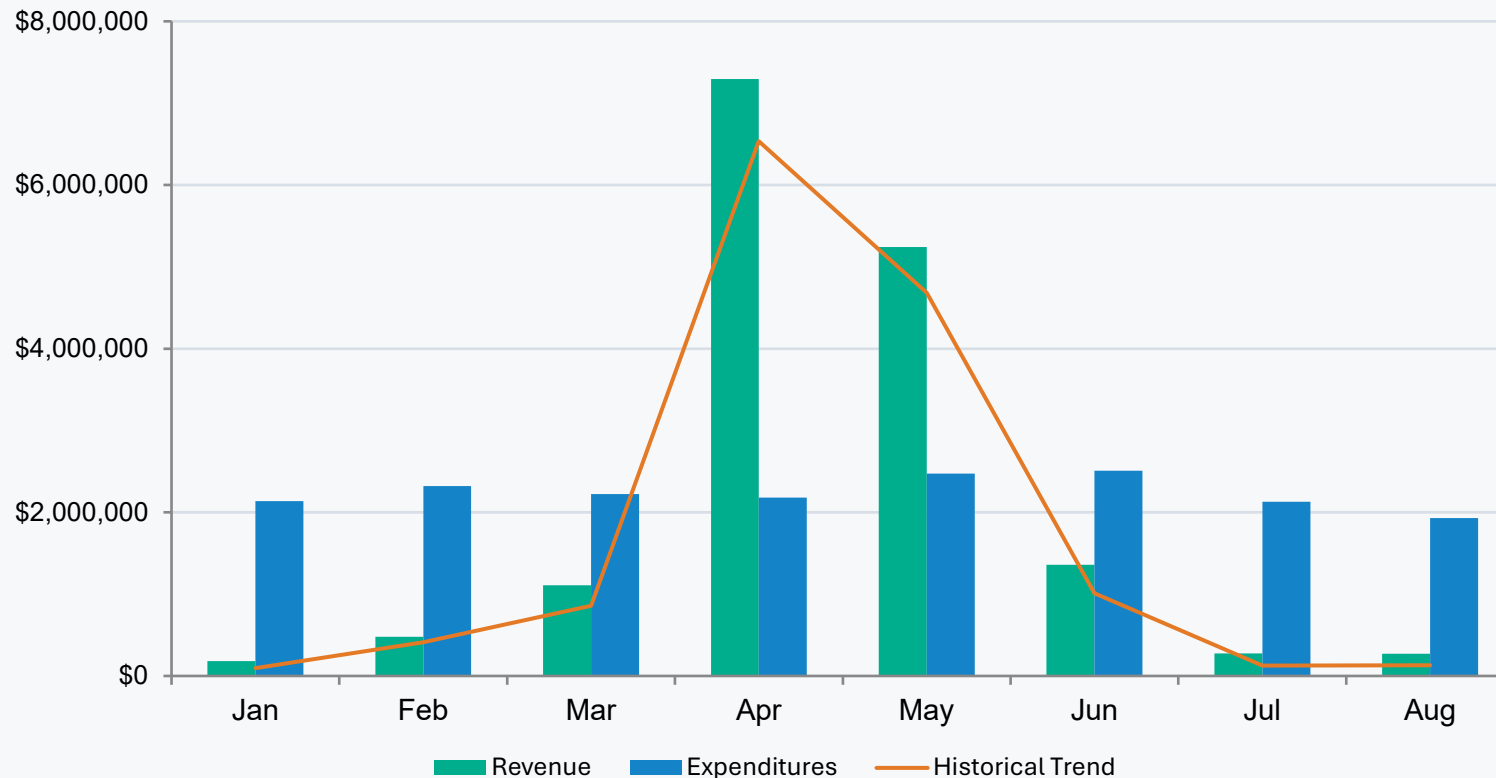
Monthly conclusion

No August result requires immediate Board action. The timing of revenue, continued spending discipline, and reserve position remain under active review.

Source: August 2026 Financial Statements. Amounts rounded.

Revenue timing drives the monthly pattern

Strong spring collections carry the General Fund through lower revenue months



Revenue is concentrated

April and May produced 77% of General Fund revenue collected through August.

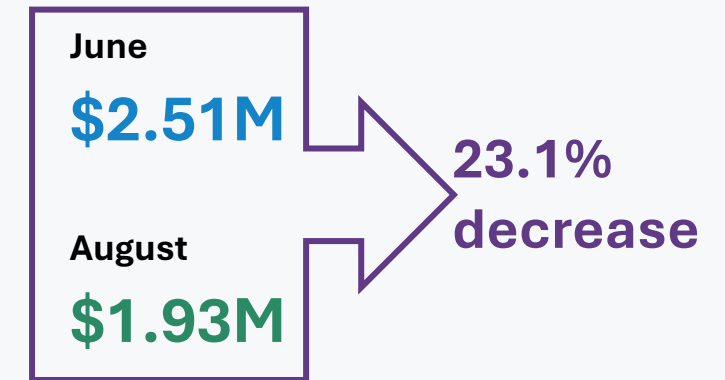
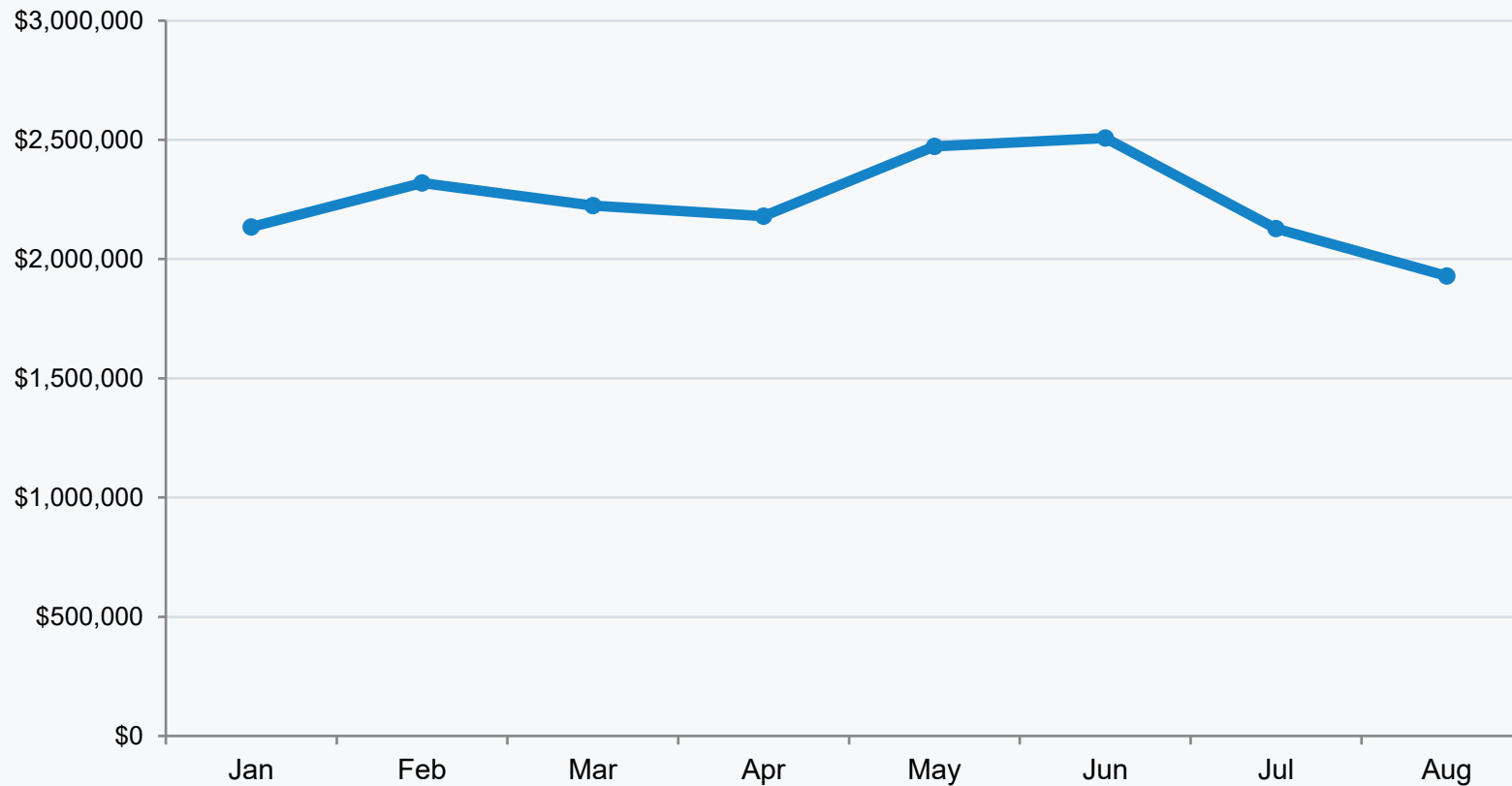
July and August are low collection months

That pattern explains the monthly operating deficits without, by itself, indicating that annual revenue is failing.

Source: August 2026 General Fund balance sheet.

Spending has declined for two consecutive months

General Fund monthly expenditures



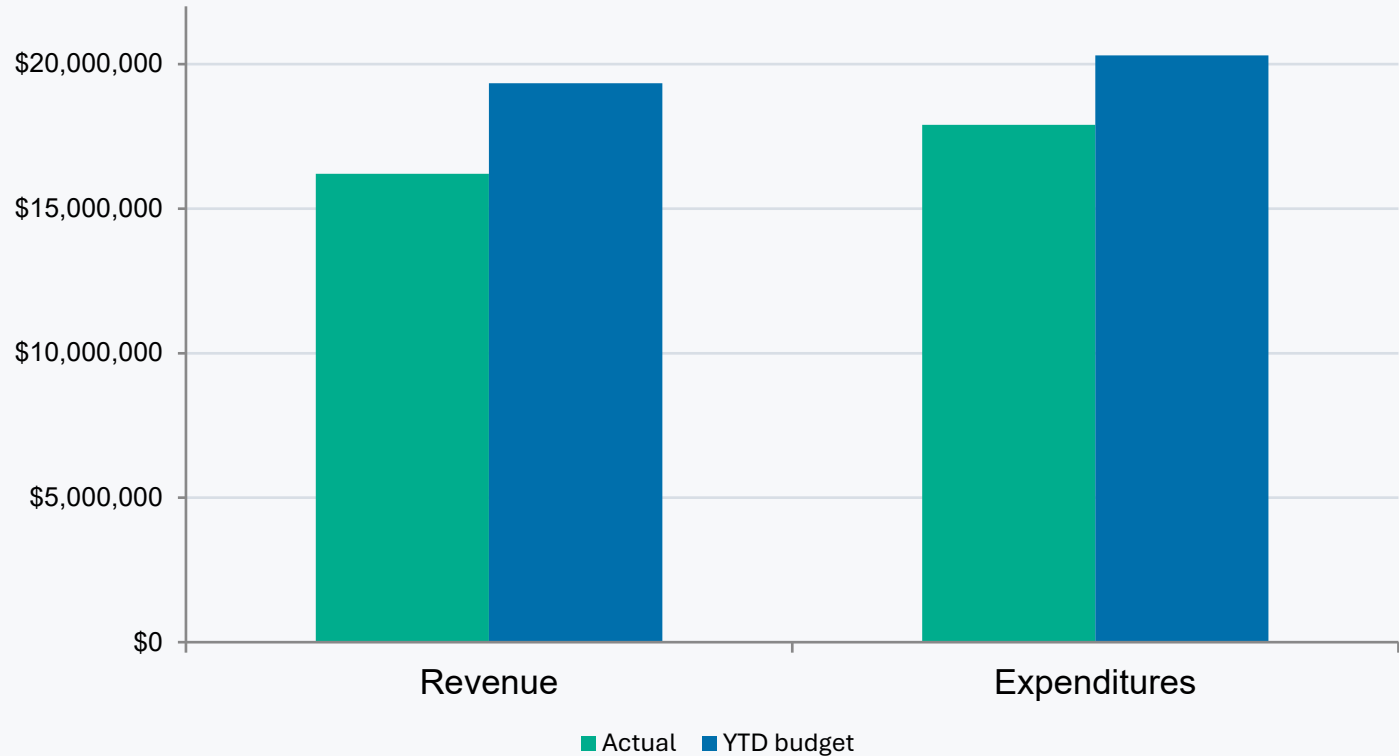
August was also 13.9% below August 2025.

The recent trend is favorable. I will continue separating sustainable reductions from timing differences and one-time activity.

Source: August 2026 Statement of Revenue and Expenditures. August 2025 expenditures were \$2.24 million.

Both revenue and expenditures remain below year to date budget

Performance through August 31, 2026



84%

Revenue vs YTD budget

\$3.12M below phased budget

88%

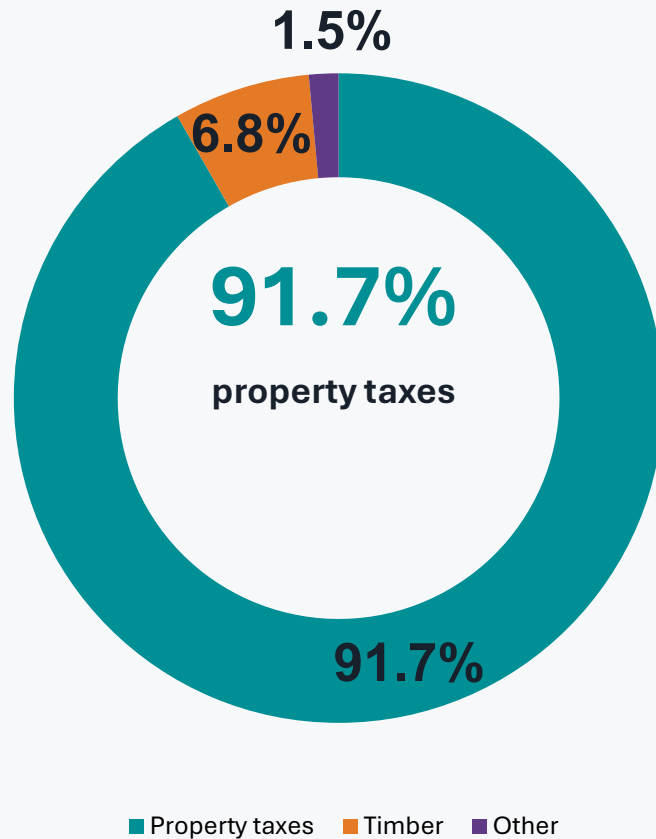
Spending vs YTD budget

\$2.40M below phased budget

Source: August 2026 Statement of Revenue and Expenditures. YTD budget reflects the source report.

Property taxes remain the primary revenue driver

General Fund revenue mix through August 31, 2026



Management implication

Monthly cash flow will continue to move with the property tax calendar. Low revenue in July and August is therefore expected within the annual cycle.

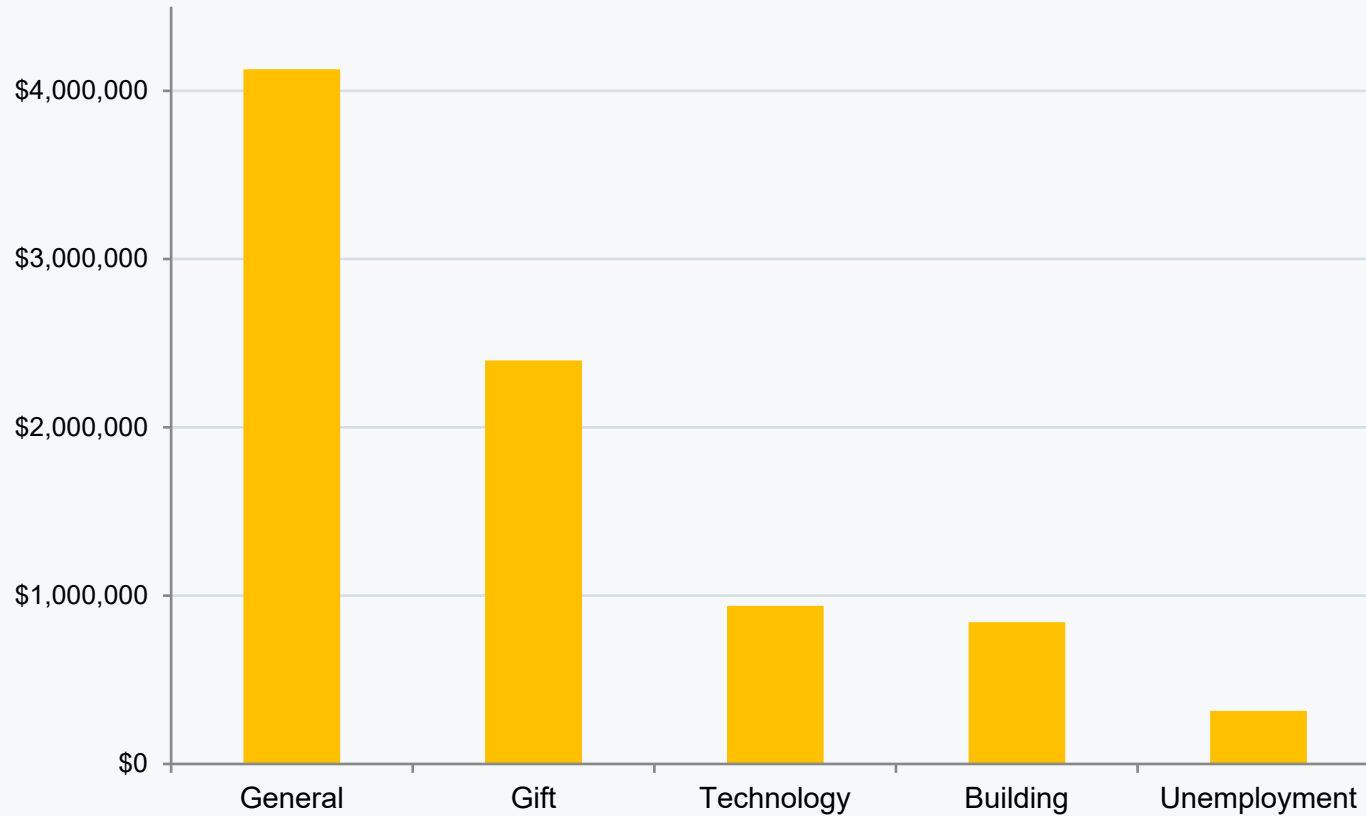
What I am watching

- Actual collections compared with prior years
- Timing and volatility of timber revenue
- Recurring revenue relative to recurring costs

Source: August 2026 General Fund revenue by source.

The balance sheet reflects the expected draw between collection periods

Fund balances at August 31, 2026



\$4.13M

General Fund balance

The balance declined during July and August as operating costs continued between major tax collection periods.

Other funds

Technology, unemployment, gift, and building funds showed minimal August activity.

Source: August 2026 Balance Sheet and Highlights.

September activity remains a partial-month snapshot

General Fund position as of September 21, 2026

\$16.21M

YTD revenue

Only \$3,600 added since August close

\$18.83M

YTD expenditures

\$938,000 added since August close

(\$2.62M)

YTD operating position

Before the next major tax collection period

\$3.19M

Equity and current result

General Fund at September 21

Why the snapshot looks different from August

September includes nearly three weeks of expenditures but very little new revenue. It is an interim cash-flow position, not a closed monthly result.

Board interpretation

Use the September 21 balance to monitor liquidity.
Use closed-month statements and the long-term forecast to evaluate performance and sustainability.

Caution: September 21 data should not be compared with a full month or treated as the expected month-end balance.

Source: Balance Sheet as of September 21, 2026. Amounts rounded.

What I am watching next

Monthly reporting will become more useful as the underlying comparisons improve

-  **Revenue timing** Compare monthly collections with prior years and phase the budget to the tax calendar.
-  **Spending quality** Separate sustainable reductions from invoice timing, deferred purchases, and one-time costs.
-  **Reserve compliance** Show available General Fund resources against the Board policy target each month.
-  **Forecast connection** Link current results to the ten-year scenarios without turning the monthly report into the budget deep dive.

August conclusion: spending is moving in the right direction, low monthly revenue reflects collection timing, and the long-term questions will be addressed in the scheduled budget discussion.

Timberland Regional Library

Balance Sheet

Year to Date August 31, 2026

GENERAL FUND

	January		February		March		April		May		June		July		August	
Assets	\$	3,808,165	\$	2,010,619	\$	943,967	\$	5,975,112	\$	8,777,084	\$	7,660,684	\$	5,724,225	\$	4,099,114
Liabilities		(34,630)		(9,870)		40,623		(43,286)		(9,732)		22,740		(61,425)		(29,175)
Beginning Fund Balance		5,814,803		3,860,917		2,020,489		903,344		6,018,465		8,786,833		7,637,961		5,785,650
Revenues		181,019		478,781		1,107,361		7,295,521		5,240,799		1,358,833		276,064		271,862
Expenses		2,134,905		2,319,209		2,224,506		2,180,400		2,472,432		2,507,705		2,128,375		1,929,224
Net Excess/(Deficit)		(1,953,886)		(1,840,428)		(1,117,145)		5,115,121		2,768,367		(1,148,872)		(1,852,311)		(1,657,361)
Ending Fund Balance		3,860,917		2,020,489		903,344		6,018,465		8,786,833		7,637,961		5,785,650		4,128,289
Total Liabilites and Fund Balance	\$	3,826,287	\$	2,010,619	\$	943,967	\$	5,975,179	\$	8,777,101	\$	7,660,700	\$	5,724,225	\$	4,099,114

TECHNOLOGY FUND

	January		February		March		April		May		June		July		August	
Assets	\$	918,995	\$	922,438	\$	926,724	\$	929,078	\$	930,909	\$	933,665	\$	936,282	\$	939,422
Liabilities		-		-		-		-		-		-		-		-
Beginning Fund Balance		916,049		918,995		922,438		926,724		929,078		930,909		933,665		936,282
Revenues		2,946		3,443		4,286		2,354		1,831		2,756		2,617		3,140
Expenses		-		-		-		-		-		-		-		-
Net Excess/(Deficit)		2,946		3,443		4,286		2,354		1,831		2,756		2,617		3,140
Ending Fund Balance		918,995		922,438		926,724		929,078		930,909		933,665		936,282		939,422
Total Liabilites and Fund Balance	\$	918,995	\$	922,438	\$	926,724	\$	929,078	\$	930,909	\$	933,665	\$	936,282	\$	939,422

UNEMPLOYMENT FUND

	January		February		March		April		May		June		July		August	
Assets	\$	132,476	\$	132,973	\$	133,590	\$	206,462	\$	206,869	\$	360,909	\$	315,477	\$	316,535
Liabilities		-		-		-		-		-		-		-		-
Beginning Fund Balance		172,063		132,476		132,973		133,590		206,462		206,869		360,909		315,477
Revenues		545		496		618		101,249		407		154,040		1,007		1,058
Expenses		40,132		-		-		28,378		-		-		46,439		-
Net Excess/(Deficit)		(39,587)		496		618		72,872		407		154,040		(45,432)		1,058
Ending Fund Balance		132,476		132,973		133,590		206,462		206,869		360,909		315,477		316,535
Total Liabilites and Fund Balance	\$	132,476	\$	132,973	\$	133,590	\$	206,462	\$	206,869	\$	360,909	\$	315,477	\$	316,535

GIFT FUND

	January		February		March		April		May		June		July		August	
Assets	\$	2,259,849	\$	2,281,142	\$	2,321,999	\$	2,349,601	\$	2,402,967	\$	2,387,575	\$	2,399,337	\$	2,398,917
Liabilities		-		-		-		-		-		-		-		-
Beginning Fund Balance		2,260,127		2,259,849		2,281,142		2,321,999		2,349,632		2,402,951		2,387,559		2,399,337
Revenues		19,898		41,636		51,814		31,397		78,990		10,118		28,369		16,861
Expenses		20,176		20,342		10,958		3,763		25,672		25,510		16,591		17,281
Net Excess/(Deficit)		(278)		21,294		40,856		27,634		53,318		(15,392)		11,779		(420)
Ending Fund Balance		2,259,849		2,281,142		2,321,999		2,349,632		2,402,951		2,387,559		2,399,337		2,398,917
Total Liabilites and Fund Balance	\$	2,259,849	\$	2,281,142	\$	2,321,999	\$	2,349,632	\$	2,402,951	\$	2,387,559	\$	2,399,337	\$	2,398,917

BUILDING FUND

	January		February		March		April		May		June		July		August	
Assets	\$	968,044	\$	900,329	\$	878,500	\$	872,431	\$	839,012	\$	837,038	\$	838,988	\$	841,801
Liabilities		(5)		(5)		(5)		(5)		(5)		(5)		(5)		(5)
Beginning Fund Balance		978,628		968,049		900,334		878,505		872,437		839,018		837,044		838,993
Revenues		3,121		3,480		4,171		2,224		1,695		2,476		2,345		2,813.38
Expenses		13,700		71,195		26,000		8,293		35,113		4,450		396		-
Net Excess/(Deficit)		(10,579)		(67,715)		(21,829)		(6,068)		(33,419)		(1,974)		1,949		2,813
Ending Fund Balance		968,049		900,334		878,505		872,437		839,018		837,044		838,993		841,807
Total Liabilites and Fund Balance	\$	968,044	\$	900,329	\$	878,500	\$	872,431	\$	839,012	\$	837,038	\$	838,988	\$	841,801

Timberland Regional Library
Statement of Revenue and Expenditures
Year to Date August 31, 2026
GENERAL FUND

Revenues	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Property Taxes	886,139	153,607	123,498	14,870,100	18,066,667	(3,196,567)	82%	27,100,000	55%	144,871	14,639,293
Sale of Tax Title Property	-	-	-	68	1,667	(1,599)	4%	2,500	3%	239	2,593
In Lieu of Taxes	-	4,512	149	7,421	7,333	87	101%	11,000	67%	-	3,291
Indirect Federal Grants	-	-	-	-	-	-	n/a	-	n/a	-	-
State Grants	-	-	-	-	-	-	n/a	-	n/a	-	-
Leasehold Excise Tax	17,099	430	5,030	55,578	50,000	5,578	111%	75,000	74%	6,777	49,393
Timber Excise Tax	267,308	-	38,518	440,227	533,333	(93,106)	83%	800,000	55%	-	428,801
Intergovernmental Revenue	-	-	-	-	-	-	n/a	-	n/a	-	-
DNR Other Trust 2	17	1,617	115	3,702	2,000	1,702	185%	3,000	123%	233	2,824
DNR Timber Trust 2	7,900	4,610	1,429	88,989	100,000	(11,011)	89%	150,000	59%	7,507	74,335
DNR In Lieu of Taxes	-	-	-	4,204	2,667	1,538	158%	4,000	105%	-	4,204
Local Grant Revenue	-	-	-	-	-	-	n/a	-	n/a	-	-
Sale of Merchandise	33	86	39	3,017	1,667	1,350	181%	2,500	121%	90	2,480
Non-Resident Fees	273	195	249	1,952	2,333	(381)	84%	3,500	56%	55	2,094
Copies & Printing	3,220	2,801	2,650	20,595	8,667	11,928	238%	13,000	158%	1,531	9,295
Other Fees	40	-	-	150	333	(183)	45%	500	30%	11	179
Library Fines	-	-	-	-	-	-	n/a	-	n/a	-	-
Interest on Investments	26,716	19,461	17,603	118,047	120,000	(1,953)	98%	180,000	66%	19,950	152,688
Forest Board Interest	262	262	245	1,455	1,667	(212)	87%	2,500	58%	214	2,267
Forest Board Rentals	89	2,959	1,694	8,297	5,667	2,630	146%	8,500	98%	2,523	5,262
Other Rents	-	-	-	-	-	-	n/a	-	n/a	-	-
Gifts & Donations	32	124	26	2,145	667	1,479	322%	1,000	215%	25	976
Sale of Salvaged Materials	131	243	293	3,749	3,333	415	112%	5,000	75%	188	3,095
Judgements and Settlements	-	-	-	-	-	-	n/a	-	n/a	-	-
Cashier's Over and (Short)	2	1	0	(28)	-	(28)	n/a	-	n/a	(11)	(74)
Miscellaneous Revenue	-	-	-	-	-	-	n/a	-	n/a	-	669
Sale of Capital Asset	-	-	-	-	-	-	n/a	-	n/a	-	-
Timber Sales State	19,389	81,904	40,910	313,429	250,000	63,429	125%	375,000	84%	36,156	405,186
Timber Sales County	126,895	-	36,985	241,929	150,000	91,929	161%	225,000	108%	39,904	198,649
Lost/Damaged Recoveries	3,288	3,253	2,430	25,215	26,667	(1,451)	95%	40,000	63%	3,473	27,438
Transfers In	-	-	-	-	-	-	n/a	-	n/a	-	-
Total Revenues	\$ 1,358,833	\$ 276,064	\$ 271,862	\$ 16,210,242	\$ 19,334,667	\$ (3,124,425)	84%	\$ 29,002,000	56%	\$ 263,736	\$ 16,014,940
Expenditures	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Salaries & Wages	1,312,229	1,196,783	1,158,376	10,633,897	11,401,508	(767,611)	93%	17,102,262	62%	1,311,633	10,390,940
Personnel Benefits	383,086	365,472	360,116	3,213,141	3,454,239	(241,098)	93%	5,181,358	62%	399,285	3,443,419
Supplies	21,335	13,284	13,135	155,230	410,480	(255,250)	38%	615,720	25%	37,229	337,410
Books & Collection Materials	260,462	271,301	247,874	1,772,864	2,192,419	(419,554)	81%	3,288,628	54%	298,140	2,768,529
Fuel	11,123	9,428	9,330	68,607	66,667	1,940	103%	100,000	69%	8,624	52,531
Equipment	-	2,466	-	63,065	120,667	(57,601)	52%	181,000	35%	5,481	213,290
Professional Services	288,125	195,348	73,405	1,041,120	1,143,744	(102,624)	91%	1,715,616	61%	92,781	1,207,644
Communications	22,369	15,830	14,919	151,951	186,567	(34,615)	81%	279,850	54%	17,107	117,985
Mileage, Meals, Trans, Lodging	383	881	146	8,329	26,913	(18,584)	31%	40,370	21%	5,249	33,723
Advertising	-	1,023	329	2,455	12,667	(10,212)	19%	19,000	13%	2,356	10,542
Operating Rentals	26,115	24,104	24,120	176,901	193,560	(16,659)	91%	290,340	61%	25,459	197,789
Insurance	-	250	1,000	1,648	205,241	(203,593)	1%	307,861	1%	(452)	(4,893)
Utilities	13,908	12,662	12,458	127,808	130,733	(2,925)	98%	196,100	65%	12,752	127,524
Repairs & Maintenance	14,710	19,543	13,367	142,860	301,217	(158,357)	47%	451,825	32%	18,322	151,083
Memberships & Registrations	449	-	649	29,301	42,360	(13,059)	69%	63,540	46%	5,816	78,984
Capital	-	-	-	53,254	90,667	(37,412)	59%	136,000	39%	-	221,379
Transfer Out	153,412	-	-	254,325	321,437	(67,113)	79%	482,156	53%	-	280,325
Total Expenditures	\$ 2,507,705	\$ 2,128,375	\$ 1,929,224	\$ 17,896,756	\$ 20,301,084	\$ (2,404,328)	88%	\$ 30,451,626	59%	\$ 2,239,782	\$ 19,628,203
Net Excess (Deficit)	\$ (1,148,872)	\$ (1,852,311)	\$ (1,657,361)	\$ (1,686,514)							

TECHNOLOGY FUND

Revenues	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Investment Interest	2,756	2,617	3,140	23,373	17,333	6,040	135%	26,000	90%	2,424	17,409
Transfers In	-	-	-	-	-	-	n/a	-	n/a	-	125,000
Total Revenues	\$ 2,756	\$ 2,617	\$ 3,140	\$ 23,373	\$ 17,333	\$ 6,040	135%	\$ 26,000	90%	\$ 2,424	\$ 142,409
Expenditures	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Equipment	-	-	-	-	-	-	n/a	-	n/a	-	115,147
Supplies	-	-	-	-	-	-	n/a	-	n/a	-	23,485
Professional Services	-	-	-	-	50,000	(50,000)	-	75,000	0%	-	16,455
Capital	-	-	-	-	-	-	n/a	-	n/a	-	89,151
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ (50,000)	\$ -	\$ 75,000	0%	\$ -	\$ 244,238
Net Excess (Deficit)	\$ 2,756	\$ 2,617	\$ 3,140	\$ 23,373							

UNEMPLOYMENT COMPENSATION FUND

Revenues	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Investment Interest	628	1,007	1,058	5,096	5,000	96	102%	7,500	68%	635	5,036
Transfer In	153,412	-	-	254,325	369,100	(114,776)	69%	553,650	46%	-	16,000
Total Revenues	\$ 154,040	\$ 1,007	\$ 1,058	\$ 259,420	\$ 374,100	\$ (114,680)	69%	\$ 561,150	46%	\$ 635	\$ 21,036
Expenditures	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Unemployment Compensation	-	46,439	-	114,949	66,667	48,282	172%	100,000	115%	-	72,936
Total Expenditures	\$ -	\$ 46,439	\$ -	\$ 114,949	\$ 66,667	\$ 48,282	172%	\$ 100,000	115%	\$ -	\$ 72,936
Net Excess (Deficit)	\$ 154,040	\$ (45,432)	\$ 1,058	\$ 144,472							

Timberland Regional Library

Statement of Revenue and Expenditures

Year to Date August 31, 2026

MAJOR GIFT FUND

Revenues	Revenues 2026				Year to Date 2026			Budget 2026		Prior Year Actuals	
	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Service Center	2,768	1,284	1,298	37,757	-	37,757	n/a	-	n/a	197	8,784
Aberdeen	-	-	-	13,020	-	13,020	n/a	-	n/a	-	25,296
Amanda Park	-	-	-	-	-	-	n/a	-	n/a	-	3,000
Centralia	-	2,000	2	16,217	-	16,217	n/a	-	n/a	7,541	7,641
Chehalis	200	-	-	4,200	-	4,200	n/a	-	n/a	-	3,502
Elma	-	-	-	-	-	-	n/a	-	n/a	-	620
Hoodsport	-	-	100	150	-	150	n/a	-	n/a	-	1,680
Hoquiam	-	-	-	13,751	-	13,751	n/a	-	n/a	-	4,000
Ilwaco	-	-	1,200	2,900	-	2,900	n/a	-	n/a	-	1,200
Lacey	-	4,638	5,000	24,271	-	24,271	n/a	-	n/a	-	12,825
McCleary	-	-	-	-	-	-	n/a	-	n/a	-	500
Montesano	-	-	-	10,000	-	10,000	n/a	-	n/a	-	-
Mountain View	61	-	-	2,203	-	2,203	n/a	-	n/a	-	1,500
Naselle	-	-	-	-	-	-	n/a	-	n/a	-	825
North Mason	-	-	-	2,500	-	2,500	n/a	-	n/a	-	9,000
Oakville	-	-	-	-	-	-	n/a	-	n/a	-	-
Ocean Park	-	-	1,200	2,900	-	2,900	n/a	-	n/a	-	1,303
Olympia	-	12,738	40	37,194	-	37,194	n/a	-	n/a	2,000	30,935
Packwood	-	-	-	3,633	-	3,633	n/a	-	n/a	-	1,100
Raymond	-	-	-	-	-	-	n/a	-	n/a	-	2,400
Salkum	-	-	-	3,600	-	3,600	n/a	-	n/a	-	1,200
Shelton	-	-	-	8,600	-	8,600	n/a	-	n/a	-	9,250
South Bend	-	500	-	11,200	-	11,200	n/a	-	n/a	-	-
Tenino	-	-	-	3,085	-	3,085	n/a	-	n/a	-	1,601
Tumwater	-	-	-	16,333	-	16,333	n/a	-	n/a	-	-
Westport	-	-	-	-	-	-	n/a	-	n/a	-	-
Winlock	-	-	-	3,000	-	3,000	n/a	-	n/a	-	1,220
Yelm	-	510	-	3,660	-	3,660	n/a	-	n/a	-	-
Total Contributions	3,029	21,670	8,841	220,176	66,667	153,509	330%	100,000	220%	9,737	129,381
Interest	7,089	6,700	8,020	58,907	33,333	25,574	177%	50,000	118%	7,557	52,813
Total Revenues	\$ 10,118	\$ 28,369	\$ 16,861	\$ 279,083	\$ 100,000	\$ 179,083	279%	\$ 150,000	186%	\$ 17,294	\$ 182,194
Expenditures	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025
Aberdeen	3,914	324	952	11,139	-	11,139	n/a	-	n/a	2,305	8,036
Amanda Park	1,731	-	-	2,046	-	2,046	n/a	-	n/a	6	413
Centralia	109	107	236	914	-	914	n/a	-	n/a	-	200
Chehalis	154	406	100	965	-	965	n/a	-	n/a	-	-
Elma	-	72	-	117	-	117	n/a	-	n/a	-	740
Hoodsport	241	24	-	304	-	304	n/a	-	n/a	-	-
Hoquiam	2,199	576	814	4,812	-	4,812	n/a	-	n/a	267	2,947
Ilwaco	516	284	-	869	-	869	n/a	-	n/a	129	399
Lacey	1,392	2,532	1,483	13,843	308,333	(294,490)	4%	462,500	0%	336	13,511
McCleary	818	348	-	1,319	-	1,319	n/a	-	n/a	303	700
Montesano	554	434	836	3,453	-	3,453	n/a	-	n/a	-	1,316
Mountain View	926	263	209	1,737	-	1,737	n/a	-	n/a	-	1,000
Naselle	15	53	-	91	-	91	n/a	-	n/a	10	10
North Mason	340	993	146	1,654	-	1,654	n/a	-	n/a	1,393	5,025
Packwood	952	1,051	18	2,051	-	2,051	n/a	-	n/a	-	1,100
Oakville	-	-	-	-	-	-	n/a	-	n/a	-	-
Ocean Park	1,325	363	112	2,961	-	2,961	n/a	-	n/a	50	159
Olympia	2,490	2,521	2,462	31,097	7,667	23,430	406%	11,500	270%	12,712	118,121
Raymond	740	63	67	1,309	-	1,309	n/a	-	n/a	54	636
Salkum	987	551	-	2,524	-	2,524	n/a	-	n/a	-	283
Service Center	-	-	8,118	21,063	20,136	927	105%	30,204	70%	2,060	48,496
Shelton	857	1,161	353	12,445	800	11,645	1556%	1,200	1037%	655	26,019
South Bend	700	-	159	905	-	905	n/a	-	n/a	-	-
Tenino	587	1,110	30	2,030	-	2,030	n/a	-	n/a	-	651
Tumwater	1,171	1,161	123	11,595	667	10,928	1739%	1,000	1159%	228	5,571
Westport	1,486	-	349	2,264	-	2,264	n/a	-	n/a	218	1,503
Winlock	617	771	41	2,487	-	2,487	n/a	-	n/a	85	977
Yelm	688	1,422	672	4,297	600	3,697	716%	900	477%	2,023	6,631
Total Expenditures	25,510	16,591	17,281	140,292	338,203	(197,911)	41%	507,304	28%	22,834	244,444
Transfers Out	-	-	-	-	-	-	n/a	-	n/a	-	-
Total Expenditures & Transfers Out	\$ 25,510	\$ 16,591	\$ 17,281	\$ 140,292	\$ 338,203	\$ (197,911)	41%	\$ 507,304	28%	\$ 22,834	\$ 244,444
Net Excess (Deficit)	\$ (15,392)	\$ 11,779	\$ (420)	\$ 138,791							

Timberland Regional Library

Statement of Revenue and Expenditures

Year to Date August 31, 2026

BUILDING FUND

Revenues 2026					Year to Date 2026				Budget 2026		Prior Year Actuals	
Revenues	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025	
Investment Interest	2,476	2,345	2,813	22,325	40,000	(17,675)	56%	60,000	37%	4,340	35,701	
Insurance Recoveries	-	-	-	-	-	-	n/a	-	n/a	-	-	
Local Grant Revenue	-	-	-	-	-	-	n/a	-	n/a	-	-	
Transfers In	-	-	-	-	-	-	n/a	-	n/a	-	139,325	
Total Revenues	\$ 2,476	\$ 2,345	\$ 2,813	\$ 22,325	\$ 40,000	\$ (17,675)	56%	\$ 60,000	37%	\$ 4,340	\$ 175,026	
Expenditures	June	July	August	YTD 2026	YTD Budget	YTD Variance	% Variance	Budget	%	August 2025	YTD 2025	
Service Center	-	-	-	65,334	50,000	15,334	131%	75,000	87%	-	-	
Aberdeen	-	-	-	-	-	-	n/a	-	n/a	-	-	
Amanda Park	-	-	-	-	-	-	n/a	-	n/a	-	-	
Centralia	-	-	-	-	-	-	n/a	-	n/a	-	-	
Chehalis	-	-	-	-	-	-	n/a	-	n/a	-	-	
Elma	-	-	-	-	-	-	n/a	-	n/a	-	-	
Hawks Prairie	-	-	-	-	-	-	n/a	-	n/a	-	-	
Hoodsport	-	-	-	-	-	-	n/a	-	n/a	1,840	17,239	
Hoquiam	-	-	-	-	-	-	n/a	-	n/a	-	-	
Ilwaco	-	-	-	-	-	-	n/a	-	n/a	-	3,189	
Lacey	-	-	-	1,296	-	1,296	n/a	-	n/a	-	-	
McCleary	-	-	-	-	-	-	n/a	-	n/a	-	-	
Montesano	-	-	-	-	-	-	n/a	-	n/a	-	-	
Mountain View	-	-	-	-	-	-	n/a	-	n/a	10,057	184,037	
Naselle	-	-	-	-	-	-	n/a	-	n/a	-	140	
North Mason	4,450	396	-	66,515	66,667	(152)	100%	100,000	67%	-	126	
Ocean Park	-	-	-	24,362	-	24,362	n/a	-	n/a	3,056	38,556	
Olympia	-	-	-	-	-	-	n/a	-	n/a	6,616	10,924	
Packwood	-	-	-	-	-	-	n/a	-	n/a	-	320	
Public Services	-	-	-	-	-	-	n/a	-	n/a	-	3,446	
Raymond	-	-	-	-	-	-	n/a	-	n/a	-	-	
Salkum	-	-	-	-	-	-	n/a	-	n/a	-	60,085	
Shelton	-	-	-	-	-	-	n/a	-	n/a	-	1,258	
South Bend	-	-	-	-	-	-	n/a	-	n/a	-	-	
Tenino	-	-	-	-	-	-	n/a	-	n/a	-	245	
Tumwater	-	-	-	1,640	-	1,640	n/a	-	n/a	12,129	434,906	
West Olympia	-	-	-	-	-	-	n/a	-	n/a	-	-	
Westport	-	-	-	-	-	-	n/a	-	n/a	-	-	
Winlock	-	-	-	-	-	-	n/a	-	n/a	-	-	
Yelm	-	-	-	-	-	-	n/a	-	n/a	-	-	
New Service Points	-	-	-	-	-	-	n/a	-	n/a	-	-	
Transfers Out	-	-	-	-	-	-	n/a	-	n/a	-	-	
Total Expenditures	\$ 4,450	\$ 396	\$ -	\$ 159,146	\$ 116,667	\$ 42,480	136%	\$ 175,000	91%	\$ 33,698	\$ 754,470	
Net Excess (Deficit)	\$ (1,974)	\$ 1,949	\$ 2,813	\$ (136,821)								

Timberland Regional Library Gift Fund Balances as of August 31, 2026

	AB		AM		CE		CH		EL		HP		HO	
Beginning Balance	\$	109,043.78	\$	2,153.95	\$	211,023.30	\$	120,528.09	\$	406.34	\$	4,191.28	\$	13,919.83
Revenues		364.51		7.20		707.45		402.90		1.36		114.01		46.53
Expenditures		952.43		-		236.35		99.77		-		-		813.92
Ending Balance	\$	108,455.86	\$	2,161.15	\$	211,494.40	\$	120,831.21	\$	407.70	\$	4,305.29	\$	13,152.44

	IL		LA		MC		MO		MV		NA		NM	
Beginning Balance	\$	2,733.85	\$	978,991.71	\$	726.02	\$	19,965.68	\$	4,456.72	\$	1,886.45	\$	7,895.77
Revenues		1,209.14		8,272.54		2.43		66.74		14.90		6.31		26.39
Expenditures		-		1,482.96		-		836.32		209.10		-		145.78
Ending Balance	\$	3,942.99	\$	985,781.28	\$	728.45	\$	19,196.10	\$	4,262.52	\$	1,892.76	\$	7,776.39

	OK		OP		OL		PA		RA		SA		SC	
Beginning Balance	\$	1,244.63	\$	6,552.45	\$	375,542.64	\$	8,005.24	\$	11,703.15	\$	19,203.33	\$	300,199.01
Revenues		4.16		1,221.90		1,295.35		26.76		39.12		64.19		2,301.94
Expenditures		-		111.52		2,461.99		17.81		67.45		-		8,118.43
Ending Balance	\$	1,248.79	\$	7,662.83	\$	374,376.00	\$	8,014.19	\$	11,674.83	\$	19,267.52	\$	294,382.52

	SH		SB		TE		TU		WE		WI		YE	
Beginning Balance	\$	9,276.93	\$	10,435.04	\$	2,523.08	\$	29,684.81	\$	130,847.40	\$	1,566.59	\$	14,630.01
Revenues		31.01		34.88		8.43		99.23		437.39		5.24		48.90
Expenditures		352.71		159.14		29.56		123.40		349.39		41.00		671.55
Ending Balance	\$	8,955.23	\$	10,310.79	\$	2,501.95	\$	29,660.64	\$	130,935.40	\$	1,530.82	\$	14,007.37

SC Gift Fund Breakout as of August 31, 2026

Unallocated Funds

Beginning Balance	281,855.74
Revenues	2,301.94
Expenditures	8,118.43
Ending Balance	276,039.25

Program Funds

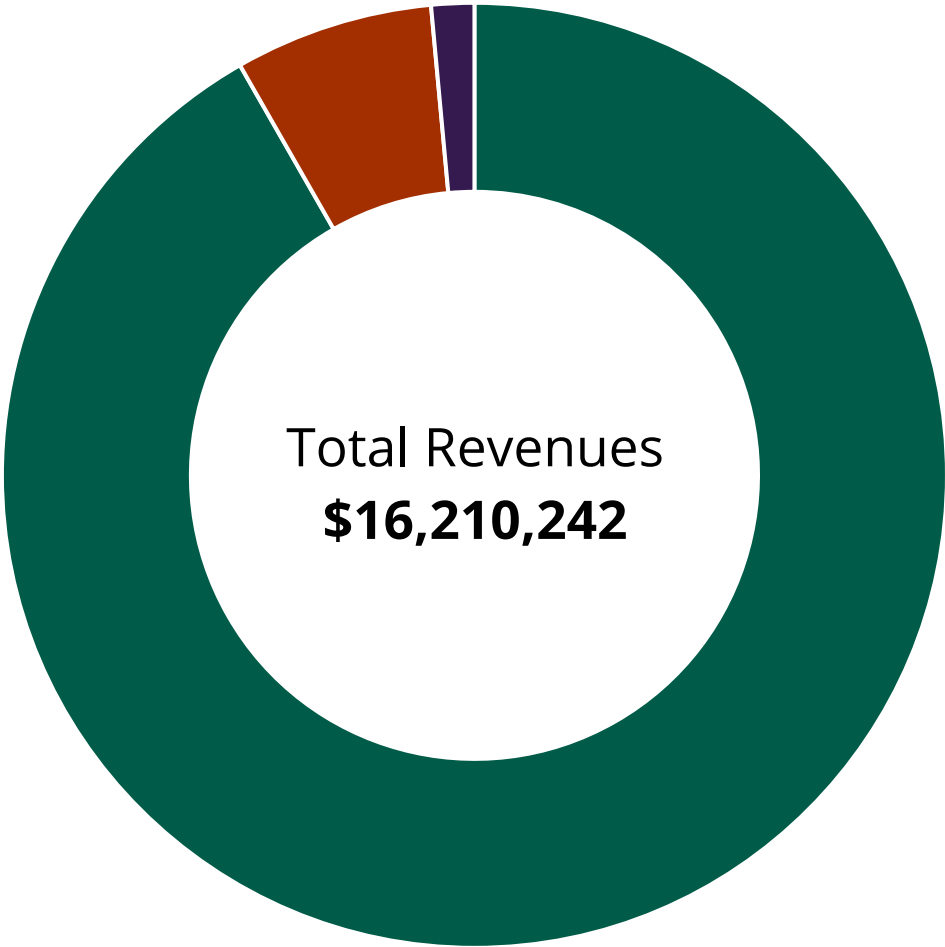
Beginning Balances	
AED Sponsorships	7,013.03
Adult Programs & Collections	7,031.04
Children's Programs	4,299.20
Expenditures	
AED Sponsorships	-
Adult Programs & Collections	-
Children's Programs	-
Ending Balances	
AED Sponsorships	7,013.03
Adult Programs & Collections	7,031.04
Children's Programs	4,299.20

Special Funds

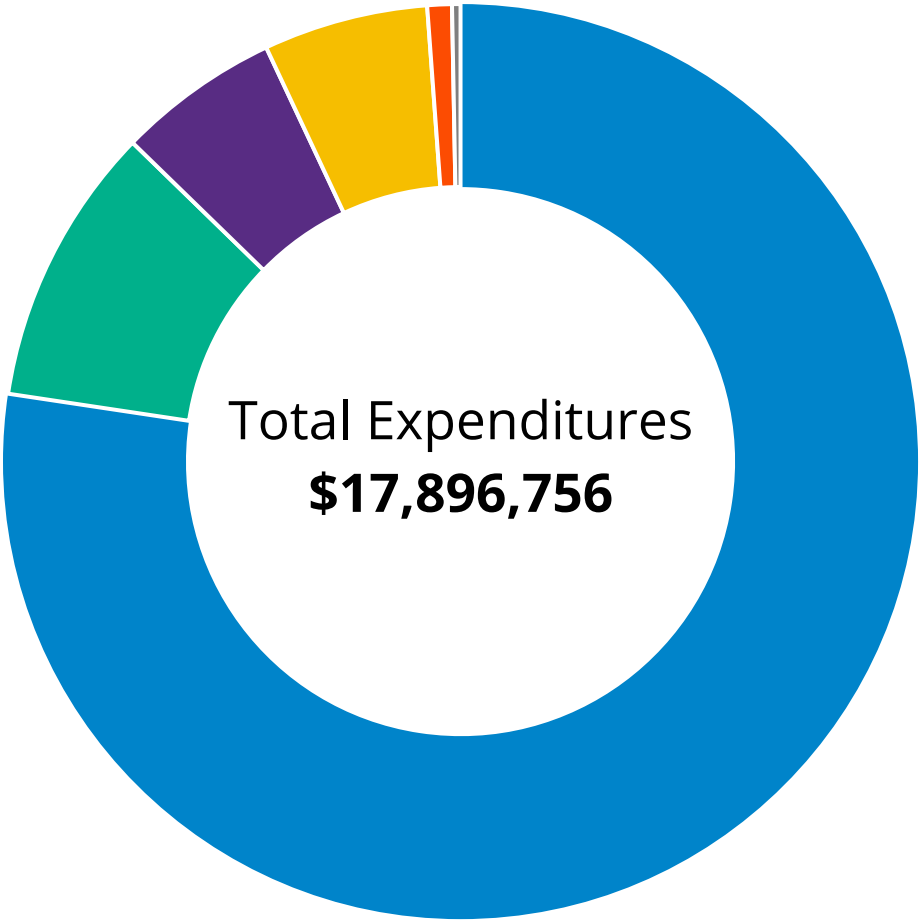
Beginning Balances	
Greatest Need	-
Carolyn Dobbs Memorial (children's backpacks)	-
Kruse*	-
Lawrence*	-
McWhorter*	-
Expenditures	
Greatest Need	-
Carolyn Dobbs Memorial (children's backpacks)	-
Kruse	-
Lawrence	-
McWhorter	-
Ending Balances	
Greatest Need	-
Carolyn Dobbs Memorial (children's backpacks)	-
Kruse	-
Lawrence	-
McWhorter	-
Total Service Center Ending Balance	\$ 294,382.52

*designated for programs that promote adult and child literacy, support patron's special needs, such as impaired vision, and programs that support low income children, adults, and seniors

General Fund Year to Date



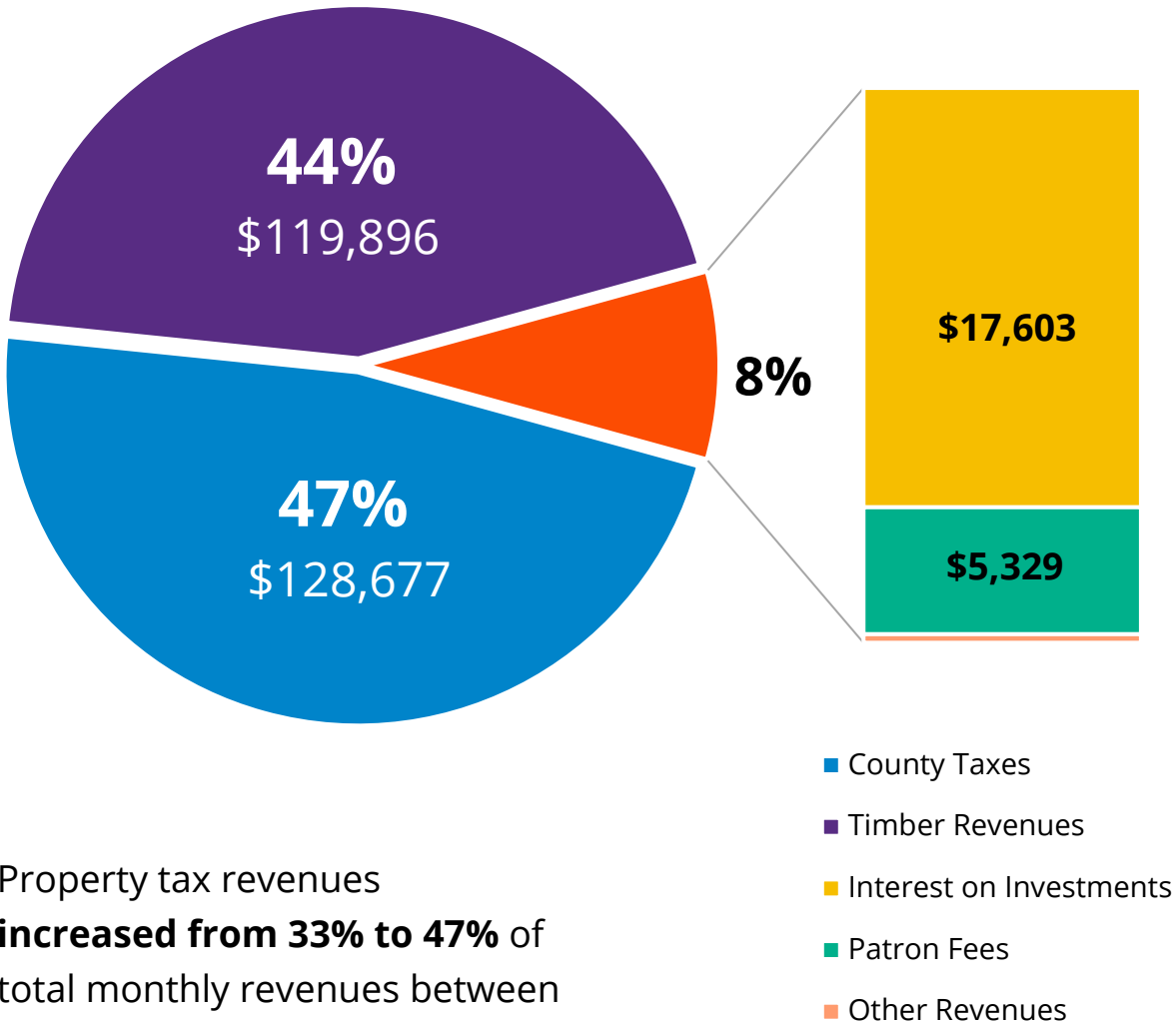
\$14,870,100	Property Taxes.....	91.73%	
\$1,102,233	Timber.....	6.80%	
\$237,908	Other.....	1.47%	



\$13,847,038	Salaries & Benefits.....	77.37%	
\$1,772,864	Books & Materials.....	9.91%	
\$1,041,120	Professional Services.....	5.82%	
\$1,027,250	Other.....	5.74%	
\$155,230	Supplies.....	0.87%	
\$53,254	Capital Expenditures.....	0.30%	

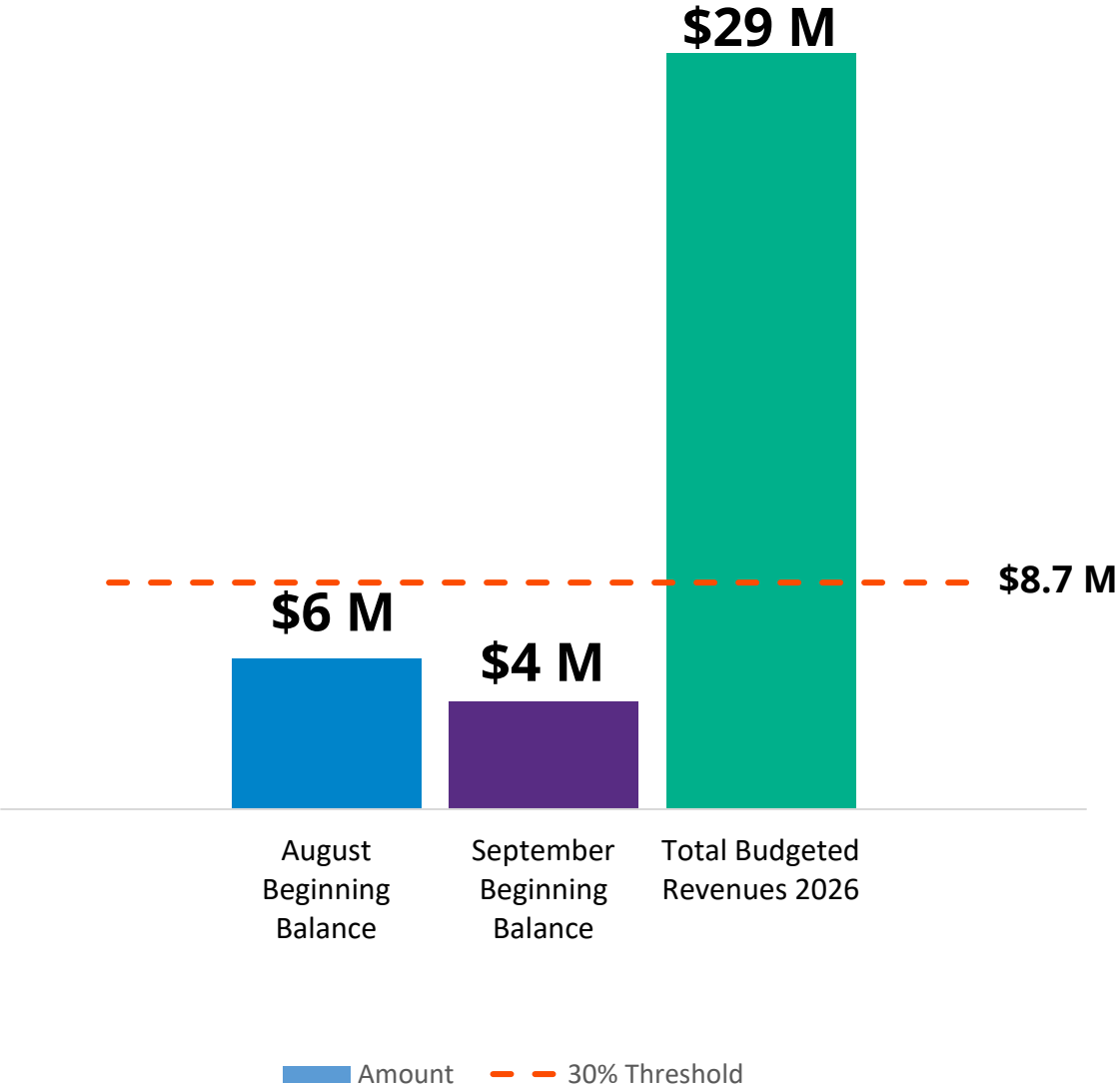
General Fund Health

General Fund Revenues by Source
August 2026



Property tax revenues **increased from 33% to 47%** of total monthly revenues between July and August.

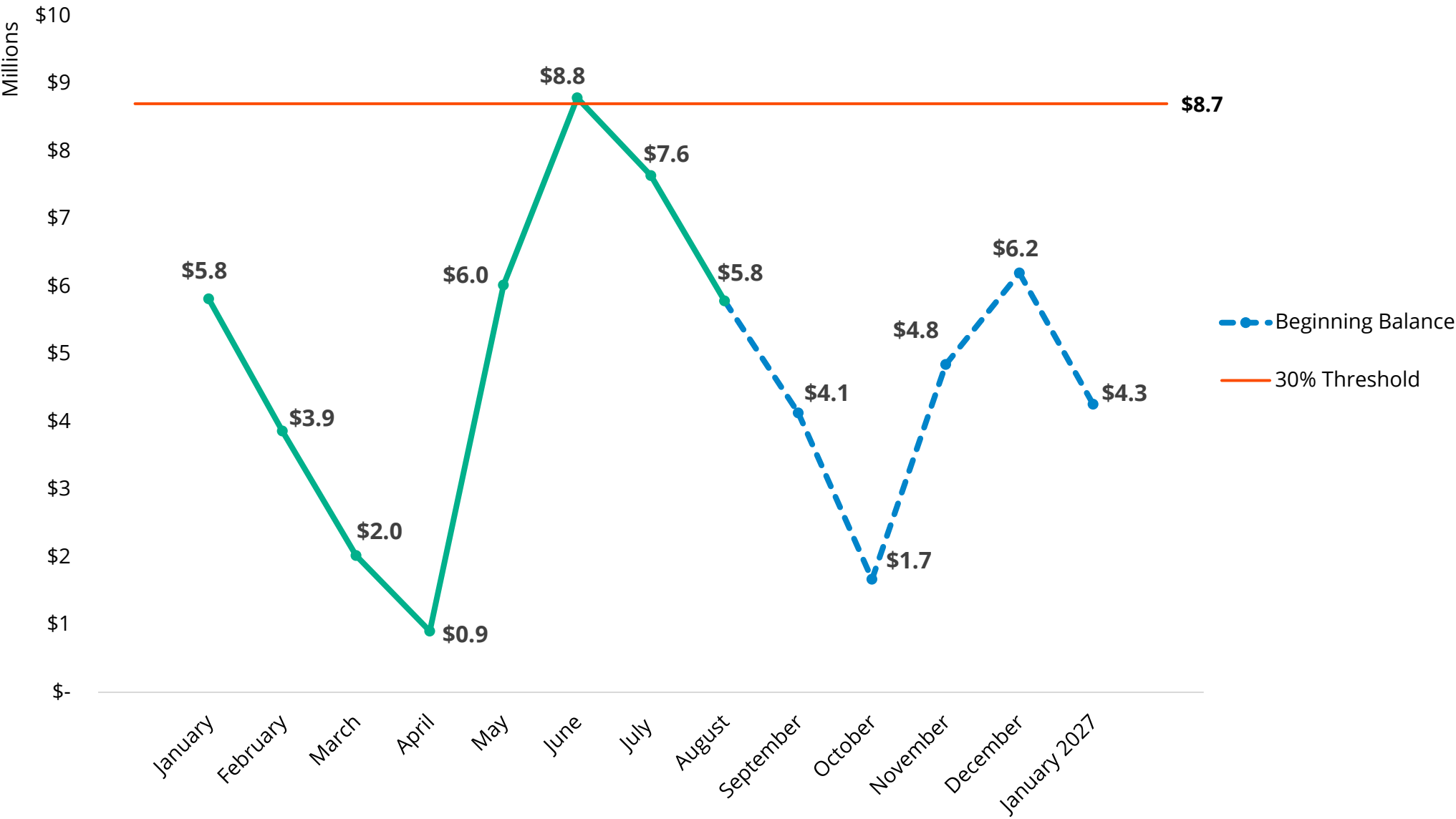
Beginning Balance vs. Budgeted Revenues
August - September 2026



General Fund Health (continued)

Projected Beginning Balance

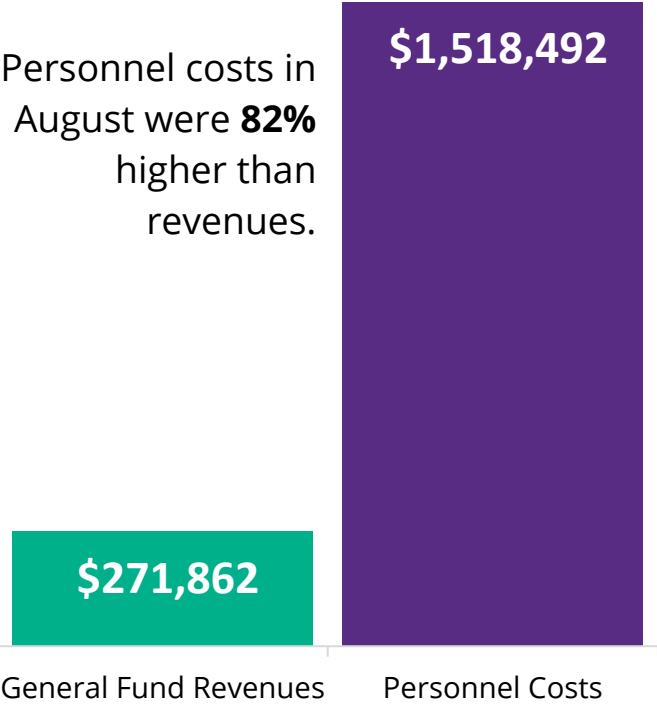
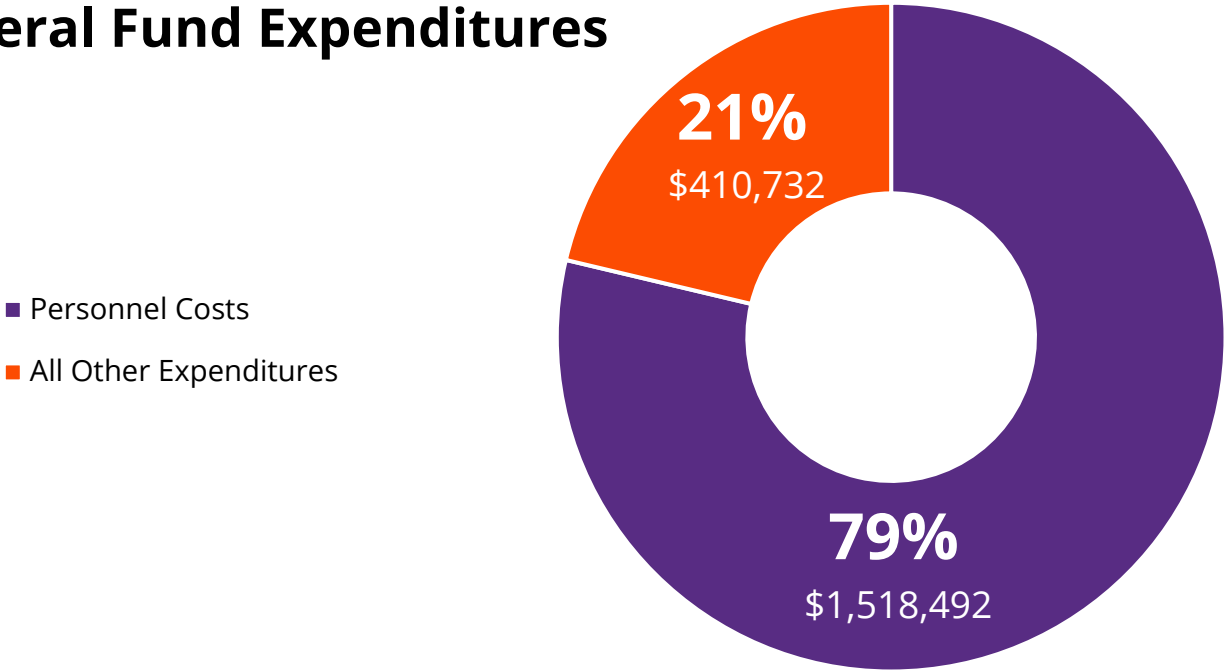
Month to Month



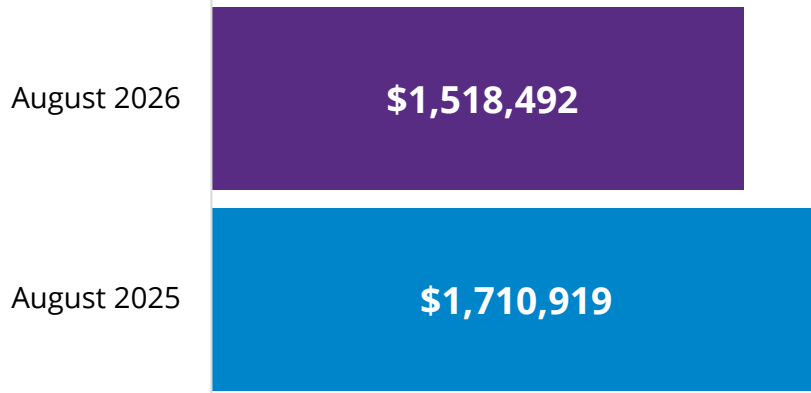
- Lower property tax revenues in July and August resulted in the General Fund balance decreasing from **\$7.6M** at the beginning of June to **\$4.1M** at the close of August.
- In September, TRL will receive a projected **\$338k** in property taxes, an increase of **\$214k** from August.
- Q3 expenditures consistently outpacing revenues will result in a projected beginning balance of **\$1.7M** in October.
- The beginning balance in January 2027 is currently projected at **\$4.3M**, or 49% of the \$8.7M 2026 threshold.

Personnel Cost Metrics

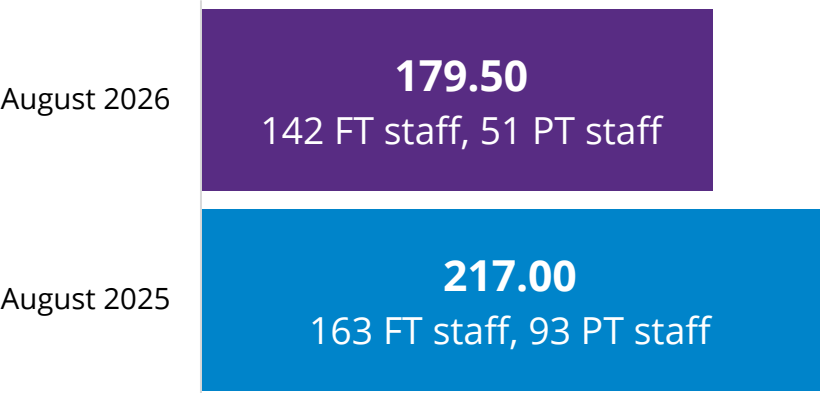
Personnel Costs as a Percentage of General Fund Expenditures



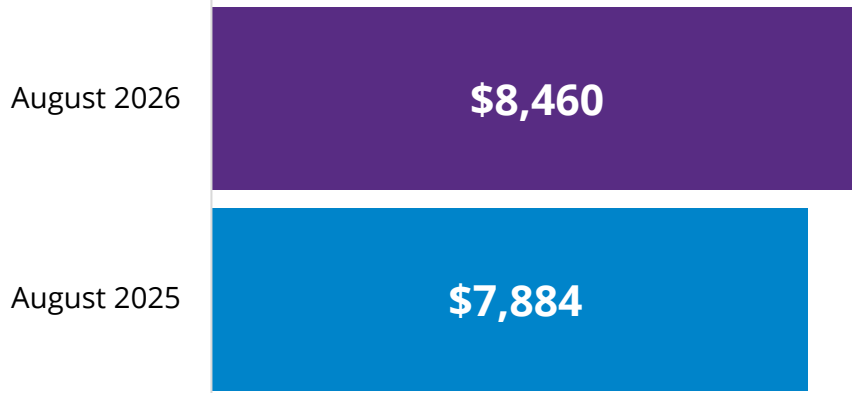
Total Personnel Cost

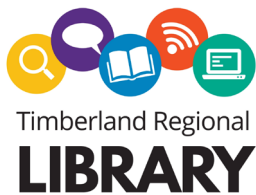


Number FTE



Average Cost per FTE





Monthly Financial Report

Highlights

For Month Ended August 31, 2026

General Fund

- Property taxes of **\$123,498.03** were received in August
- Timber revenues of **\$119,895.92** were received in August
- Year-to-date revenues are now **\$16,210,185**
- Year-to-date expenditures are now **\$17,896,766**
- Expenditures have been reduced by almost **25%** since June
- Books and materials in the amount of **\$247,873.98** were purchased in August, accounting for **13%** of expenditures – consistent with historical monthly spend of this category

Technology Fund

- Minimal activity

Unemployment Fund

- Minimal activity

Gift Fund

- Minimal activity

Building Fund

- Minimal activity

Friends of the Library Partnership Policy

Purpose

Timberland Regional Library (TRL) values the longstanding partnership of Friends of the Library groups. Through fundraising, advocacy, volunteerism, and community engagement, Friends groups enhance library services, spaces, and community connections.

TRL and Friends groups share a commitment to providing welcoming, equitable library services and recognize that strong partnerships are built on mutual respect, clear communication, and an understanding of each organization's distinct role. This policy provides guidance to TRL employees for working collaboratively and consistently with Friends groups.

Scope

This policy applies to all Timberland Regional Library staff.

Policy

Friends of the Library groups are independent nonprofit organizations that support TRL. The use of the title 'Friends of the Library' is reserved for groups that work in partnership with TRL to:

- Raise funds to enhance library programs, collections, resources, and spaces.
- Increase public awareness of library programs, services, and resources for their local library and TRL as a whole.
- Welcome and encourage all members of the community to participate.
- Advocate in support of their local library and TRL as a whole.

TRL supports these partnerships by:

- Designating library staff liaisons to maintain open, ongoing communication with Friends groups.
- Providing reasonable use of library facilities and limited staff support, such as meeting space, storage, and staff coordination, when available and operationally appropriate.
- Making donated or withdrawn library materials available for Friends book sales, when appropriate, in accordance with TRL procedures.
- Providing opportunities for Friends groups to engage with TRL leadership and the TRL Board of Trustees.

Current TRL employees may not serve as a regular member or a Board officer of a Friends group. A representative of TRL will attend at least one board meeting of each Friends of the Library group per year to discuss library priorities, upcoming initiatives, and opportunities for partnerships, including financial support.

Friends groups are encouraged to plan fundraising efforts in consultation with their local library to support shared goals and ensure coordination with library priorities and operations. Funds contributed to TRL will be administered in accordance with TRL's Gift Policy.

Friends members accessing staff-only spaces are subject to TRL's Volunteer and Presenter Policy. Friends groups are welcome to propose programs and initiatives through their local library. Decisions regarding library operations, collections, programming, services, and strategic direction remain the responsibility of TRL.

TRL will regularly review, assess, and report to the Board on the impact and contributions of Friends groups.

Definitions

Friends of the Library: Independent nonprofit organizations that support Timberland Regional Library through fundraising, advocacy, volunteerism, and community engagement to enhance library services, facilities, and community connections.

References

[RCW 27.12.210 Library Trustees – Organization –Bylaws –Powers and Duties.](#)

Partnership Policy

Donation of Materials Policy.

Volunteer and Presenter Policy.

Gift Policy.

Effective 09/23/2026

Review Date 09/01/2027

Policy Number: 008

By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.

Friends of the Library Policy

Purpose

To provide direction for Timberland Regional Library (TRL) employees in their relationship with the Friends of the Library (FOL) groups within TRL.

Scope

This policy applies to all TRL employees.

Policy

Communications:

- The use of the title 'Friends of the Library' is solely reserved for entities that actively fundraise for - and publicly support - the goals and objectives of TRL as determined by TRL.
- All questions regarding FOL support of TRL programs, services, or materials are to be directed to the relevant Library Manager or Deputy Director.

Provision of Resources:

- The Executive Director is authorized to establish procedures to regulate the type and amount of services that TRL may provide to a FOL.
- TRL will not provide unlimited access to public meeting spaces for use by the FOL. The FOL must reserve meeting room space using the same process as the general public.
- TRL may, at its sole discretion and subject to review by the Deputy Director, provide a small space in each library for fundraising, including the sale of materials by the FOL.
- The FOL will not rely on TRL for storage needs. Storage for materials to be sold may be provided at the discretion of TRL management.
- The FOL will not be permitted to utilize TRL staff or equipment for FOL business, excepting that FOL members may access publicly available equipment during library operating hours, and TRL staff may attend meetings at the request or permission of the FOL.

Conflict of Interest:

- Under no circumstances may a TRL employee hold or exercise authority to sign FOL checks or otherwise manage FOL funds.
- No TRL employee may serve as a regular member or Board officer of an FOL group.

Donations to TRL:

- Funds gifted to TRL by a FOL group will be governed by the Gift Policy.
- Designated TRL employees will submit a request for funds for library programs and services at least annually with the FOL at official FOL meetings. These requests will focus on how FOL resources and financial support might help promote the mission of TRL and their branch libraries.

- Donations such as computers and other devices, furniture, and other items or materials are subject to the approval of the Executive Director or designee, and upon acceptance become property of TRL. Such property not utilized by TRL may be sold to the FOL for that FOL's book sales and not to an individual for personal gain. The proceeds from the FOL book sales are donated to that FOL group's local library in support of TRL's mission and programs. TRL property provided to a FOL are to be used only for support of TRL libraries.

Other:

- Library Managers or their designee may attend FOL Board meetings by invitation of the FOL.
- TRL employees provide services, such as programs, at the discretion of TRL management. FOL may not dictate or set the direction for services. FOL may submit requests for programs to any TRL manager along with the general public.
- FOL members are considered volunteers and will follow the existing Volunteer Program Policy.

Definitions

Friends of the Library: Not-for-profit organizations whose stated purpose is to sponsor and support programs, services and facilities which enhance public services to the community and to encourage favorable awareness of the use and value of TRL libraries.

References

Donation of Materials Policy.

Volunteer Program Policy.

Gift Policy.

Effective 6/1/2021

Review Date 5/31/2026

Policy Number: 008

By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.

Friends of the Library Partnership Policy

Purpose

~~To provide direction for~~ Timberland Regional Library (TRL) values employees in their relationship with the longstanding partnership of Friends of the Library (FOL) groups. Through fundraising, advocacy, volunteerism, and community engagement, Friends groups enhance library services, spaces, and community connections.

~~-within~~ TRL and Friends groups share a commitment to providing welcoming, equitable library services and recognize that strong partnerships are built on mutual respect, clear communication, and an understanding of each organization's distinct role. This policy provides guidance to TRL employees for working collaboratively and consistently with Friends groups.-

Scope

This policy applies to all Timberland Regional Library staff.~~TRL employees.~~

Policy

Friends of the Library groups are independent nonprofit organizations that support TRL's mission, vision, and values. ~~Communications:~~

- ~~• The use of the title 'Friends of the Library' is reserved for groups~~solely reserved for entities that actively fundraise for – and publicly support – the goals and objectives of TRL as determined by TRL.
- ~~• All questions regarding FOL support of TRL programs, services, or materials are to be directed to the relevant Regional Manager or Library Services Director.~~

~~Provision of Resources:~~

- ~~• The Executive Director is authorized to establish procedures to regulate the type and amount of services that~~ work~~TRL may provide to a FOL.~~
- ~~• TRL will not provide unlimited access to public meeting spaces for use by the FOL. The FOL must reserve meeting room space using the same process as the general public.~~

~~1. TRL may, at its sole discretion and subject to review by the Library Services Director, provide a small space in partnership with TRL to each library for fundraising, including the sale of materials by the FOL.~~

- Raise funds to enhance library programs, collections, resources, and spaces.

- Increase public awareness of library programs, services, and resources for their local library and ~~The FOL will not rely on TRL as a whole.~~
- Welcome and encourage all members of the community to participate.
- Advocate in support of their local library and TRL as a whole.

TRL supports these partnerships by:

- Designating library staff liaisons to maintain open, ongoing communication with Friends groups.
- Providing reasonable use of library facilities and limited staff support, such as meeting space, for storage, and staff coordination, when available and operationally appropriate.
- 2. ~~• Making donated or withdrawn library needs. Storage for materials available for Friends book sales, when appropriate, in accordance with TRL procedures to be sold may be provided at the discretion of TRL management.~~
- Providing opportunities for Friends groups to engage with TRL leadership and the TRL Board of Trustees.
- ~~Current TRL employees may not The FOL will not be permitted to utilize TRL staff or equipment for FOL business, excepting that FOL members may access publicly available equipment during library operating hours, and TRL staff may attend meetings at the request or permission of the FOL.~~

Conflict of Interest:

- ~~Under no circumstances may a TRL employee hold or exercise authority to sign FOL checks or otherwise manage FOL funds.~~
- ~~No TRL employee may serve as a regular member or a Board officer of a Friendsan FOL group.~~ A representative of

Donations to TRL:

- ~~Funds gifted to TRL by a FOL group will attend be governed by the Gift Policy.~~

A: ~~Designated TRL employees will submit a request for funds for library programs and services at least one board meeting of each Friends of the Library group per year to discuss library priorities, upcoming initiatives, and opportunities for partnerships, including at least annually with the FOL at official FOL meetings. These requests will focus on how FOL resources and financial support might help promote the mission of TRL and their branch libraries.~~

Friends groups are encouraged to plan fundraising efforts in consultation with their local library to support shared goals and ensure coordination with library priorities and operations. Funds contributed to TRL will be administered in accordance with TRL's Gift Policy.

Friends members accessing staff-only spaces are subject to TRL's Volunteer and Presenter Policy. Friends groups are welcome to propose programs and initiatives through their local library. Decisions regarding library operations, collections, programming, services, and strategic direction remain the responsibility of TRL.

Commented [MW1]: "A representative of TRL will attend a minimum of one board meeting per year for each Friends group, to discuss library priorities..."

TRL will regularly review, assess, and report to the Board on the impact and contributions of Friends groups.

- ~~Donations such as computers and other devices, furniture, and other items or materials are subject to the approval of the Executive Director or designee, and upon acceptance become property of TRL. Such property not utilized by TRL may be sold to the FOL for that FOL's book sales and not to an individual for personal gain. The proceeds from the FOL book sales are donated to that FOL group's local library in support of TRL's mission and programs. TRL property provided to a FOL are to be used only for support of TRL libraries.~~

~~Other:~~

- ~~Regional Managers or their designee may attend FOL Board meetings by invitation of the FOL.~~
- ~~TRL employees provide services, such as programs, at the discretion of TRL management. FOL may not dictate or set the direction for services. FOL may submit requests for programs to any TRL manager along with the general public.~~
- ~~FOL members are considered volunteers and will follow the existing Volunteer Program Policy.~~

Definitions

Friends of the Library: ~~Independent nonprofit~~Not-for-profit organizations that whose stated purpose is to sponsor and support Timberland Regional Library through fundraising, advocacy, volunteerism, and community engagement to enhance library programs, services, and facilities, and community connections, which enhance public services to the community and to encourage favorable awareness of the use and value of TRL libraries.

References

RCW 27.12.210 Library Trustees – Organization –Bylaws –Powers and Duties.

Partnership Policy

Donation of Materials Policy.

Volunteer ~~and Presenter~~Program Policy.

Gift Policy.

Effective 09/23/2026~~3/11/2025~~

Review Date 09/01/2027~~5/31/2026~~

Policy Number: 008

By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.

National Friends of Libraries Week

Proclamation of the Timberland Regional Library Board of Trustees In Recognition of the Timberland Friends of the Library Organizations

Whereas, Friends of the Timberland Libraries raise funds through book sales and other activities to enhance Library programs, services, spaces, and patron experiences; and

Whereas, the Friends advocate for and raise awareness of Library programs, services, needs and goals within our communities; and

Whereas, the Friends understand the critical importance of well-funded libraries and work through advocacy and fundraising to ensure that libraries have the resources they need to provide a wide variety of services to all ages including access to print and electronic resources, along with expert assistance in research, readers' advisory, and children's services; and

Whereas, the Friends' generous gift of their time, talent, and commitment to the library sets an example for all in how volunteerism fosters civic engagement and strengthens our communities;

Now, therefore, be it resolved that Timberland Regional Library Board of Trustees proclaims October 18-24, 2026, as Friends of Libraries week in Grays Harbor, Lewis, Mason, Pacific, and Thurston Counties, and urges everyone to thank and support the Friends of the Library for all they do to strengthen libraries and communities.

Signed this 23rd day of September 2026

X

Brian Mittge
President, Lewis County

X

Dustin Loup
President Elect, Grays Harbor County

X

Mary Beth Harrington
Thurston County

X

Toni Gwin
Pacific County

X

Hal Blanton
Lewis County